



**Lake Havasu Metropolitan Planning Organization (LHMPO)  
Executive Board Meeting Minutes  
Tuesday, September 14, 2021, 2:00 P.M.**

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**-(Sarah Lojewski)  
The Roll Call was performed by Sarah Lojewski  
Present: Chairman; Cal Sheehy, Vice Chairman; Buster Johnson, Secretary/Treasurer; David Lane, Board Members; Gary Knight.
4. **Title VI – Notice to the Public**- (Sarah Lojewski)  
The Title VI notice to the public was read by Sarah Lojewski
5. **Call to the Public**  
There was no request to address the Board.
6. **Recommend Approval of Meeting Minutes:** August 10, 2021  
Secretary David Lane made a motion to approve the August 10, 2021, Meeting Minutes. The motion was seconded by Board Member Gary Knight.
7. **Recommend Approval of the FY2021 Transportation Improvement Program (TIP) - Amendment #8**  
Justin Hembree, LHMPO Director presented the following revisions necessary to the FY2021-2026 LHMPO Transportation Improvement Program (TIP) for  
**FY2021 – Amendment # 8:**  
  
➤ **FY2021 - Amendment # 8.1 - Formal**  
  
*Add STBG Project “LHM-22-114” into TIP for FY22:*  
The Lake Havasu MPO recently received approval for the Unified Planning Work Program (UPWP) for fiscal years 2022 & 2023. The UPWP identified and allocated funding for an STBG project in FY22 for the purpose of hiring a consultant to perform 5-year crash data analysis,

facilitate prioritizing of HSIP eligible projects, provide Performance Measure reports comparing LHMPO regional numbers to ADOT established targets, and create applications on behalf of Lake Havasu City for FY27/28 HSIP funding.

The project was approved in the UPWP, however, the project must also be listed in the regional Transportation Improvement Program (TIP) for fiscal constraint reporting purposes (I.E. budget tracking).

➤ **FY2021 - Amendment # 8.2 - Formal**

**Delete STBG Project "LHM-22-107" from TIP:**

Circa May of 2019, Lake Havasu MPO received approval through the TAC and Executive Board to program STBG funds in FY23 (Design) & FY24 (Construction) for improvements to London Bridge Rd. Improvements included:

- Installing bike lanes (including markings/signs),
- Restriping narrower travel lanes, and
- Installing speed feedback signs.

Shortly after LHMPO programed the STBG funds for the safety-related activities, ADOT announced "call-for-projects" for the competitive grant-based HSIP funds in FY23-24. Lake Havasu City submitted and was awarded, competitive HSIP grant competitive funds in FY23 & FY24 to make improvements to London Bridge Rd. (same improvements listed under the STBG project scope), which means the original STBG funding allocated to the plan can be returned to the region to reprogram/reallocate to other infrastructure projects

➤ **FY2021 - Amendment # 8.3 - Administrative**

**Delete HSIP Project "LHM-23-101" from TIP:**

State HSIP grant applications require that MPO's list the projects on our regional TIP's under a "Parking-Lot" status (indicating unapproved/unawarded) as part of the grant application submittal process. Circa summer 2019, ADOT announced that competitive grant-based HSIP funds were available in FY23-24 and that COG's/MPO's could pursue a portion of those funds to update our local safety plans. Lake Havasu MPO submitted a competitive HSIP grant application to ADOT in hopes of securing funding to update the 2016 safety plan.

Unfortunately, LHMPO was **NOT** awarded HSIP grant funds for FY23 to update our safety plan, therefore, the parking-lot project LHM-23-101 listed on the TIP for FY23 can be removed

➤ **FY2021 - Amendment # 8.4 - Administrative**

***Reschedule HSIP Project "LHM-18-108D/C" in TIP:***

Lake Havasu City was originally awarded HSIP funding for the Swanson and Acoma Signal project for ADOT's FY21-22 grant cycle. The original budget for the project was roughly \$725k (covering both the Design and Construction Phases). After HSIP projects are awarded, they are assigned an ADOT Project Manager (PM) who reviews the details of the project prior to initiating a contract with local agencies (IGA creation). After the ADOT PM reviewed this specific project, they suggested a new project cost estimate that was higher than originally budgeted and awarded, in turn, the LHMPO hired Greenlight TE to perform a detailed analysis, which included a revised scope and budget. Greenlight TE's analysis identified the need to increase HSIP funding for the project by roughly \$324k. ADOT graciously agreed to cover the overages for the project with the caveat that the Design and Construction phases be deferred an entire fiscal year until additional HSIP funds become available (I.E. a project schedule delay). ADOT has provided a revised eligibility (award) letter, both Federal and Local funding levels, have been reconfigured and new totals established. Due to the revised schedule, scope, and budget, the Swanson and Acoma Signal project will need to be reprogrammed in the TIP.

➤ ***FY2021 - Amendment # 8.5 - Administrative***

***Add ADOT/FTA 5310 Transit Awards for FFY2021 to the TIP:***

FTA/ADOT Transit 5310 grant applications require that MPO's list 5310 projects (capital and operating) on our regional TIP's under a "Parking-Lot" status (indicating unapproved/unawarded) as part of the grant application submittal process. Once ADOT Transit announces the awarded projects each year, the LHMPO performs an administrative amendment to the TIP to update projects awarded and to adjust changes to monetary figures.

➤ ***FY2021 - Amendment # 8.6 - Administrative***

***Add HSIP Projects for FY2025-2026 to the TIP:***

Highway Safety Improvement Program (HSIP) grant applications require that MPO's list projects on our regional TIP's under a "Parking-Lot" status (indicating unapproved/unawarded) as part of the grant application submittal process. Once ADOT Traffic Safety Section announces the awarded projects each year, the LHMPO performs an administrative amendment to the TIP to update projects awarded and to adjust changes to monetary figures

➤ ***FY2021 - Amendment # 8.7 - Administrative***

***Add RTAC Legislative Set-Aside Project for 2022 Session to the TIP:***

Based on projected funding availability provided by RTAC, It was recommended that the Lake Havasu MPO submit the prioritized Swanson Ave. project for the 2022 Greater Arizona Set-Aside/Earmarked funding.

Secretary David Lane made a motion to approve FY2021 - TIP Amendment # 8 to ADOT for approval. The motion was seconded by Vice-Chairman Buster Johnson.

**8. Recommend Approval of Swanson Ave. RTAC Priority Project**

Justin Hembree explained that Arizona State Legislature is showing an increasing interest in infrastructure investment and may favor earmarking \$50,000,000 in State surplus general fund revenues for infrastructure projects across Arizona as a single bill during the 2022 Legislative session. Should the bill pass, the overall funding available to the Lake Havasu MPO region will be \$1,687,775 as estimated by the Rural Transportation Advocacy Council (RTAC). Based on projected funding availability provided by RTAC, It was recommended that the Lake Havasu MPO submit the following top prioritized project for the *2022 Greater Arizona Set-Aside/Earmarked* funding:

**1. Swanson Ave. Improvements:**

- Lake Havasu Ave. to Smoketree Ave.
- Mill and Fill, ADA Ramp Upgrades, and Restriping as necessary
- 0.6 Miles
- \$1,687,775

Secretary David Lane made a motion to approve the Swanson Ave. Project for 2022 Greater Arizona Legislative Set-Aside funding to RTAC. The motion was seconded by Vice-Chairman Buster Johnson.

**9. Recommend Approval of Resolution No. 2021-01 – RTAC Priority Project List**

Justin Hembree, explained that in an effort to garner support for the Rural Transportation Advocacy Council (RTAC) Greater Az Priority Project List, it was strategically recommended that COG's and MPO's participating in the project adopt a resolution at the local/regional level. If officially adopted, a copy of the Lake Havasu MPO Resolution No. 2021-01 would be submitted to RTAC.

Secretary David Lane made a motion to approve the Resolution No. 2021-01. The motion was seconded by Vice-Chairman Buster Johnson.

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

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

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

Todd Steinberger, ADOT NW Assistant District Engineer updated provide a progress update on the projects within the region.

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

Gary Knight, District Representative provided an update on the upcoming virtual transportation Board meeting. Mr. Knight outlined important items that will be discussed on the Board agenda on Friday August 17, 2021. Items 6I and 6J projects will be asked to be approved by the Board. The overview of the projects are \$46.7 million for the repavement of SR95.

**13. Future Agenda Items**

No future agenda items were discussed.

**Upcoming Meetings Schedule**

- LHMPO Technical Advisory Committee (TAC) Meeting: **September 28, 2021**, Held in-person at 900 London Bridge Road, Building B, Lake Havasu City, AZ 86403
- ~~LHMPO Executive Board Meeting: **October 12, 2021** (If Necessary), Held in person at 2360 McCulloch Blvd., N., Lake Havasu City, AZ 86403~~  
Notice of cancelation of the October 12, 2021 meeting was announced by Justin Hembree
- State Transportation Board Meeting: **October 15, 2021 - Casa Grande** (Closed to the Public)

**Adjournment**

Secretary David Lane made a motion to adjourn. The motion was seconded by Vice-Chairman Buster Johnson.

Adjourned at 3:00 pm.

*Pursuant to the Americans with Disabilities Act (ADA), the Lake Havasu Metropolitan Planning Organization endeavors to ensure the accessibility of all of its programs, projects, and services to all persons with disabilities. If you need accommodation for this meeting, please contact Justin Hembree at 928-453-2823 at least 48 hours prior to the meeting so that accommodations may be arranged.*