



MEETING MINUTES

Technical Advisory Committee
Thursday, February 2, 2017
8:00A.M.

Prescott Valley Library Auditorium
7401 East Civic Circle – 1st Floor
Prescott Valley, AZ 86314

CYMPO Technical Advisory Committee

Chair	Michael Lopez, Town of Chino Valley
Vice-Chair	Norm Davis, Town of Prescott Valley
Member	Ian Mattingly, City of Prescott
Member	Byron Jaspers, Yavapai County
Member	Ed Hanks, Town of Dewey-Humboldt
Member	Dan Gabiou, ADOT MPD
Member	Andy Roth, ADOT Northwest District
Member	Kendra Bull, U. S. Forest Service, Prescott District

1. CALL TO ORDER AND ROLL CALL

Meeting was called to order at 8:00 AM by Chairman Michael Lopez. Deb Hernandez performed roll call. All members were present

- 2. CALL TO THE PUBLIC:** This item is to provide an opportunity for presentation of comments by the public on subjects *not on the agenda*. Individuals wishing to address the Board need not request permission in advance and are limited to three (3) minutes.

No public comments were made.

3. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE November 3, 2016 REGULAR MEETING MINUTES OF THE TECHNICAL ADVISORY COMMITTEE (TAC)

Chris Bridges, CYMPO Administrator
(Task #102)

MOTION

Member Davis presented a motion to approve the Regular TAC Meeting Minutes of November 3, 2016. Motion was seconded by Member Hanks.

VOTE ON THE MOTION

The vote on the motion was unanimous.

4. AGENCY ANNOUNCEMENTS AND UPDATES

Agency announcement and updates were provided from the following member agencies:

- Ian Mattingly, City of Prescott
- Byron Jaspers, Yavapai County
- Andy Roth, ADOT Northwest District

- Michael Lopez, Town of Chino Valley

5. DISCUSSION AND POSSIBLE ACTION TO REVIEW AND MAKE RECOMMENDATION TO THE EXECUTIVE BOARD ON THE REGIONAL MOBILITY MANAGEMENT PLAN

*Vincent Gallegos, CYMPO Transportation Planner
(Task #600)*

Vincent Gallegos, CYMPO Transportation Planner, presented the Final Draft of the Regional Mobility Management Implementation Plan (RMMIP). He advised the TAC that the document has not changed since they last reviewed and made recommendation for approval at the November meeting. The Executive Board did not approve the Final RMMIP due to feedback received from Steve Silvernale of Prescott Citi Bus. Mr. Silvernale stated the private sector was not adequately represented in the plan and was given the opportunity to write an addendum to add to the plan to represent the private sector. After many attempts to contact Mr. Silvernale he has not provided CYMPO with any written comment to add to this final document. Furthermore, the private sector is covered by this document and staff is once again asking for your recommendation for approval.

MOTION

Member Hanks presented a motion to recommend the Executive Board approve the Final Draft of the Regional Mobility Management Implementation Plan. Motion was seconded by Member Davis.

VOTE ON THE MOTION

The vote on the motion was unanimous.

6. DISCUSSION AND POSSIBLE ACTION TO REVIEW CURRENT BY-LAWS

*Chris Bridges, CYMPO Administrator
(Task #102)*

Chris Bridges, CYMPO Administrator began by stating Dan Salcido, U. S. Forest Service TAC Representative retired and CYMPO did not know until yesterday that the Forest Service was going to replace his seat on the TAC with someone else. We are glad to introduce Kendra Bull as the new U. S. Forest Service TAC representative. In the past we have discussed amending the bylaws to address the possibility of a public lands rotating seat. We have also discussed the voting structure, as we have two representatives from ADOT sitting on the Council; one is from the Northwest District the other from the state level.

Byron Jaspers said he thought it would be a good idea to have a Public Lands Seat but, you would need to contact them and get their buy-in. Member Jaspers also stated he felt the TAC exists at a local level. The input received from ADOT at a state level is vital but the voting should be kept at the local level.

Chairman Lopez stated he likes having representation from ADOT Northwest District. They are in tune with local projects and needs. He is also appreciative of the information Dan Gabiou, ADOT MPD is able to share.

Mr. Bridges reminded the TAC that there is NO Forest Service land within the CYMPO boundary but there is State and BLM lands.

Member Jaspers stated the importance of coordination.

Member Gabiou said he would be fine if the TAC chose to have only one ADOT representative as a voting member and thought the idea of having a rotation with U. S. Forest Service, State Land Trust and BLM would be a good idea.

Mr. Bridges indicated he would take this information to the Executive Board for their direction and would get back with the TAC at a later date.

7. DISCUSSION AND REVIEW OF CURRENT FY17 UNIFIED PLANNING WORK PROGRAM (UPWP) AND FUTURE FY18 UPWP

*Chris Bridges, CYMPO Administrator
(Task #101)*

Mr. Bridges referred to the FY17 Unified Planning Work Program (UPWP). He and the TAC reviewed each task listed in the current UPWP. He informed that TAC that CYMPO would not pursue 5304 funding in FY18, additionally, the carry-forward balances were estimates. Within Work Element 400, Regional Planning, the following tasks would remain for FY18:

- 401 – SR 89 Corridor Plan
- 402 – SR89A Corridor Study
- 404 – HSIP Safety Plan
- 405 – Performance Measures

Regarding Work Element 500:

- 501 – staff will be submitting a new Public Involvement Plan and Limited English Proficiency Plan but only making an annual Title VI reporting
- 502 – we will continue with Public Service Announcement or the Distract Driving Campaign

With respect to Work Element 700:

- It was determined that CYMPO is NOT in the non-attainment boundary, therefore we will not need to dedicate a lot of time towards this task, we just need to unofficially do all we can do to remain out of the non-attainment boundary

Mr. Bridges informed the TAC staff would take all their comments, work them into the FY18 Draft UPWP, bring that draft back to the meeting in March for Public Review and additional comments from the TAC; submit to the Executive Board in their March meeting then submit to ADOT Federal review on March 28th. The final draft would then be brought back for your recommendation to approve in April.

Chairman Lopez stated it looked like a good document and he would be looking for to reviewing the FY18 Work Program in March.

8. DISCUSSION AND REVIEW OF CURRENT METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP) AND FUTURE UPDATE

*Chris Bridges, CYMPO Administrator
(Task #200)*

Mr. Bridges presented the current FY16 Metropolitan Transportation Improvement Program (MTIP) to the TAC for review. Mr. Bridges was asking for current project status on each project and recommendations for future project through FY25.

Ian Mattingly, City of Prescott indicated the Gurley Street Pedestrian Enhancements project may come out. He wanted to research the Government Canyon Bridge Replacement project to make sure amounts listed were accurate. All other projects listed looked good to him.

Ed Hanks, Town of Dewey-Humboldt and Mr. Bridges verified the Signal Light project was completed.

Michael Lopez, Town of Chino Valley and Mr. Bridges also confirmed that the SR89 and Verde Ranch Road project had been completed.

Andy Roth, ADOT northwest District informed the SR89A Shoulder Widening project should be moved to FY17.

Norm Davis, Town of Prescott Valley, verified the Lakeshore Drive to SR89A Multi-Use Path project has been completed.

Consensus from the committee was to continue with the Regional Sign Project through FY18.

Mr. Bridges informed the SR89 Corridor Study is underway, the SR89 and Perkinsville Road Roundabout was completed and STP funds will be designated for LTAP Training in FY18. He also stated the Sara Jane Lane and Fain Road Intersection Evaluation had been done and the SR89A Corridor Study is in the beginning stages.

Mr. Bridges also stated that local operations and maintenance needs to be included in the next TIP. Federal Highways and ADOT wants to see more local funding and participation. Ed Stilling, FHWA, was present and clarified to the TAC that when federal funds are spent on local project, they would like to see a commitment to maintain those roads from the local agencies. FHWA is not necessarily looking for the naming of specific roadways, just a lump sum used for general maintenance such as pavement rehabilitation.

Mr. Bridges told the TAC, he would take all comments, incorporate them into a revised draft MTIP for their review in March.

9. DISCUSSION OF CYMPO BOARD RETREAT SCHEDULED FOR February 27, 2017

*Chris Bridges, CYMPO Administrator
(Task #102)*

CYMPO Administrator, Chris Bridges, advised the Executive Board retreat is scheduled for February 27th. The Prescott Centennial Center has been reserved. The Executive Board has requested the TAC, member agency regional planners, economic developers and City/Town/County Managers to attend. The meeting will be facilitated; everyone is asked to participate in the group discussion. Lunch will be served around 11:30. After lunch, everyone but the Executive Board will be asked to leave, giving the Executive Board an opportunity to discuss and give CYMPO staff direction.

10. DISCUSSION AND POSSIBLE ACTION TO CHANGE MEETING LOCATIONS AND OR TIMES FOR 2017

*Chris Bridges, CYMPO Administrator
(Task #102)*

Mr. Bridges began by saying, in the spirit of giving all member agencies the opportunity to capture in-kind time for the use of their facility, he wanted to give the TAC an opportunity to decide if the current location, date and time works well for everyone. He will be having this same discussion with the Executive Board at their next meeting.

Chairman Lopez stated the Town of Prescott Valley has been a great host and he would like to keep the meeting location at Prescott Valley.

Member Hanks, said he would be open to more round-table discussions and fewer formal meetings.

General consensus was to keep format as is unless there becomes a need to change.

11. DISCUSSION AND UPDATE OF REGIONAL SAFETY STUDY

Chris Bridges, CYMPO Administrator

(Task #404)

Mr. Bridges informed the TAC that the Regional Safety Plan, which CYMPO partnered with NACOG on, is close to starting. Staff has provided the consultant with contact information for each TAC member as well as the regional fire and police departments and ambulance providers. Flagstaff MPO has requested to be included in this safety study. ADOT has been able to make project changes in order to do so and the consultant had indicated the current study will proceed without delay. The final draft is not expected until Spring of 2018.

Dan Gabiou, ADOT MPD, said the intent of the Safety Plan is not a “one time and done” attitude. Rather it is a living document able to reflect the most current data available.

12. DISCUSSION AND UPDATE ON STATEWIDE AND REGIONAL PERFORMANCE MEASURES

Vincent Gallegos, CYMPO Transportation Planner

(Task #405)

Vincent Gallegos, CYMPO Transportation Planner, shared information received from the last Arizona Safety Performance Measures Target Setting Workshop he attended. He stated national performance goals for the Federal highway programs as established in MAP-21 are as follows:

- **Safety** - To achieve a significant reduction in traffic fatalities and serious injuries on all public roads
- **Infrastructure Condition** - To maintain the highway infrastructure asset system in a state of good repair
- **Congestion Reduction** - To achieve a significant reduction in congestion on the National Highway System
- **System Reliability** - To improve the efficiency of the surface transportation system
- **Freight Movement and Economic Vitality** - To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
- **Environmental Sustainability** - To enhance the performance of the transportation system while protecting and enhancing the natural environment.
- **Reduced Project Delivery Delays** - To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices

Currently, “Safety” Performance Measures Target Setting is the first of seven target settings that CYMPO will participate with. He made reference to the Tentative or Potential Safety Performance Target of reducing number of fatalities by 2%. Local COG’s and MPO’s are able to adopt ADOT’s targets.

CYMPO will be in a position to start gathering and analyzing actual data as a result of our Distracted Driving Campaign and use that information to help shape future targets.

Ed Stilling, FHWA, added that the new administration has ruled that a new look be taken at MAP21. DOT does not know if performance targets will be extended, remain unchanged or eliminated. ADOT will set State Targets and will be held responsible for gathering data and reporting. Ultimately, the long term vision is to see reduced rates of fatalities and accidents.

Dan Gabiou, ADOT MPD, indicated the state will set their targets by August 31, 2017. Local COG's and MPO's will have 180 days to adopt or set their own targets. If CYMPO chooses to adopt ADOT's target, ADOT not CYMPO will be held accountable should those target not be met.

Chris Bridges informed, he will be sitting on the panel to establish the Performance Measures Targets. He and Mr. Gabiou agreed, they want these target to be realistic and obtainable.

13. DISCUSSION AND UPDATE OF SR89 CORRIDOR STUDY

*Chris Bridges, CYMPO Administrator
(Task #401)*

Mr. Bridges reported that the SR89 Corridor Study was underway. A detailed field review as conducted on January 11, 2017. The consultant team and ADOT have been conducting public outreach and the next presentation ADOT will make will be at the CYMPO Executive Board meeting on February 15th.

14. DISCUSSION AND UPDATE OF SR89A CORRIDOR STUDY

*Chris Bridges, CYMPO Administrator
(Task #402)*

Mr. Bridges asked Dan Gabiou, ADOT MPD to provide on update on the SR89A consultant selection process. Mr. Gabiou informed that the consultant review committee would meeting later that day. He anticipated a project kick-off in early April.

15. DISCUSSION AND UPDATE OF SR69 WIDENING PROJECT

*Chris Bridges, CYMPO Administrator
(Task #300)*

Mr. Bridges informed the TAC the SR69 design project has been funded by CYMPO, the City of Prescott and Yavapai County. Awaiting the JPA from ADOT in order to start the process of hiring a consultant for the final design. Additionally, the State Transportation Board is still considering the merits of this project for addition to the 5-year program and will be making that decision based upon input this spring through their public hearing process.

16. DISCUSSION AND UPDATE OF I-17 IMPROVEMENTS

*Chris Bridges, CYMPO Administrator
(Task #300)*

Mr. Bridges informed the TAC he attended the State Transportation Board Study Session in January. The draft presented shows \$15M of design on I-17 from Anthem to Sunset Point in FY19. Between the FY21

and FY22 ADOT has programed \$128.3M for construction and MAG has agreed to contribute and additional \$50M of construction funds in FY19. The 5-Year Construction Plan is scheduled for Public Review in March, April and May. Mr. Bridges offered to keep everyone informed as to the status of this project.

17. DISCUSSION AND UPDATE OF CYMPO’S PARTNERSHIP WITH NACOG

*Vincent Gallegos, CYMPO Transportation Planner
(Task #102)*

Mr. Gallegos related to the TAC that at the October 2017 Executive Board Meeting, staff was given direction to pursue a more active partnership with NACOG rather than expand the CYMPO boundary. CYMPO staff is now at the NACOG table to participate at meetings. NACOG will also actively be attending CYMPO TAC and Executive Boards on a regular basis. Following Executive Board direction, there will be no need to continue to discussion to expand CYMPO’s Boundary.

18. ADJOURNMENT – 10:30am

*CYMPO endeavors to make all public meetings accessible to persons in need of foreign language assistance or with disabilities. Please call (928) 442-5730 or e-mail Deborah.Hernandez@yavapai.us, **72 hours** prior to the meeting to request a reasonable accommodation to participate in this meeting.*