



# MEETING MINUTES

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

**Prescott Valley Library Auditorium**  
**7401 East Civic Circle – 1<sup>st</sup> Floor**  
**Prescott Valley, AZ 86314**

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## **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, Prescott National Forest – U. S. Forest Service

### **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.

- Absent – Kendra Bull, Prescott National Forest – U. S. Forest Service

- 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. AGENCY ANNOUNCEMENTS AND UPDATES**

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

- Ian Mattingly, City of Prescott
- Dan Gabiou, ADOT MPD
- Michael Lopez, Town of Chino Valley
- Norm Davis, Town of Prescott Valley
- Ed Hanks, Town of Dewey-Humboldt
- Andy Roth, ADOT Northwest District
- Byron Jaspers, Yavapai County
- Chris Bridges, CYMPO

### **4. DISCUSSION AND POSSIBLE ACTION TO APPROVE ROAD RECLASSIFICATIONS FOR YAVAPAI COUNTY**

*Byron Jaspers, Yavapai County Public Works*  
*(Task #102)*

As a matter of housekeeping, presented three separate sections for roadways for Functional Reclassifications:

- Big Chino Road from SR89 to end of pavement, change from a minor collector to Major Collector
- Coyote Springs Road from Antelope Meadows Drive to Dog Ranch Road, currently has not classification to Major Collector
- Senator Highway from City of Prescott Maintenance Limits to End of Pavement, currently major/minor collector to Major Collector

#### **MOTION**

Member Jaspers presented a motion to approve the Functional Classification Change Request on the following roads:

- Big Chino Road
- Coyote Springs Road
- Senator Highway

The Motion was seconded by Member Roth.

#### **VOTE ON THE MOTION**

The vote on the motion was unanimous.

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

*Chris Bridges, CYMPO Administrator*

*(Task #101)*

Mr. Bridges informed the TAC, changes they requested at the last meeting have been incorporated into this document. As a result of the Executive Board Strategic Planning Workshop, staff did receive direction to continue with the Distracted Driving Campaign. The last item he brought their attention to was in Work Element 600, an Information Referral System. Due to the existing partnership CYMPO has with Cable One, we have asked them to put together a proposal to develop this system.

Vincent Gallegos, CYMPO Transportation Planner, made reference to the last bullet point under FY 2018 Proposed Activities, “Develop and promote customer information through a consolidated system utilizing technology and promoting efficiency.” Part of the duties as an MPO Mobility Coordinator is to facilitate the coordination of mobility with our Human Services Providers. The recently approved Regional Mobility Management Plan speaks to the role of the MPO. This technology will allow for Human Service Providers to post their services to a web site and persons seeking those services will be able to make contact with the Service Providers that best suits their individual need. This will operate much like a “One call – One Click Center”.

Mr. Bridges reference the last page of the Work Program and informed the TAC that STP funding is shown and where those funds will be spent.

Member Gabiou pointed out a typo, Mr. Bridges made notation of the correction. Mr. Bridges also explained that the overall budget on the last page has been worked out but each table under each task has not yet been updated.

Member Davis asked permission to go through the document, as he had several comments to make:

- Page 13 – Funding source, previous 5303 funds now called 5305d

- 5310 funds, match requirement is 20%
- How will match for van pool program be met
- Questions why we have PL carry forward balance
- Page 15 – Budget Summary Table will be updated prior to Federal review
- Other miscellaneous comments regarding
  - SR89 Corridor Study
  - SR89A Corridor Study
  - Performance Measures
  - Rural Transportation Summit
  - Public Service Announcements
  - Air Quality
- Page 21 – add “safety enhancements” to the wording
- Asked for the inclusion of the HSIP Sign Project
- Asked which funding source is used for Public Service Announcements
- Final Budget Table will be updated to show all revenue sources, expenditures as well as plans, studies and projects

Mr. Bridges stated all the changes brought up today will be incorporated in the next “Draft” and presented at the Federal Review. Any corrections needed as a result of the Federal Review will then be made and brought back to the TAC in April for final approval and public comment.

## 6. ADJOURNMENT – 9:05am

*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](mailto:Deborah.Hernandez@yavapai.us), **72 hours** prior to the meeting to request a reasonable accommodation to participate in this meeting.*