



MINUTES

Technical Advisory Committee
Thursday, June 1, 2017
8:00A.M.

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

CYMPO Technical Advisory Committee

Chair	Ed Hanks, Town of Dewey-Humboldt
Vice-Chair	Norm Davis, Town of Prescott Valley
Member	Ian Mattingly, City of Prescott
Member	Byron Jaspers, Yavapai County
Member	Richard Straub, Town of Chino Valley
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 Hanks. Deb Hernandez performed roll call.

- Absent
 - Andy Roth, ADOT Northwest District

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 May 4, 2017 REGULAR MEETING MINUTES OF THE TECHNICAL ADVISORY COMMITTEE (TAC)

Chris Bridges, CYMPO Administrator
(Task #102)

MOTION

Member Gabiou presented a motion to approve the Regular TAC Meeting Minutes of May 4, 2017. Motion was seconded by Member Jaspers.

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
- Dan Gabiou, ADOT MPD
- Byron Jaspers, Yavapai County
- Ed Hanks, Town of Dewey-Humboldt
- Kendra Bull, Prescott National Forest – U. S. Forest Service
- Norm Davis, Town of Prescott Valley
- Richard Straub, Town of Chino Valley
- Vincent Gallegos, CYMPO Transportation Planner
- Trisha Lewis, ADOT Local LPA Liaison

5. DISCUSSION AND POSSIBLE ACTION TO MAKE AMENDMENT TO METROPOLITAN TRANSPORTATION IMPROVE PLAN (MTIP) ADDING FY18 TRANSIT GRANT RECIPIENTS

*Vincent Gallegos for Chris Bridges, CYMPO Administrator
(Task #200)*

Annually, as ADOT awards 5310 grants, CYMPO is required to include grant recipients who are within the CYMPO boundary to the CYMPO MTIP. The following grants were submitted:

- CYMPO – Mobility Management \$90,000 plus local match of \$22,500
- New Horizons – Operating Award \$90,000 plus local match of \$90,000
- New Horizons – Capital \$39,400 plus local match of \$10,400
- New Horizons – Mobility Management \$61,000 plus local match of \$15,200
- West Yavapai Guidance Clinic – Capital \$ 114,200 plus local match \$31,400
- NAU – Operating Award \$12,600 plus local match of \$12,600
- People Who Care – Operating Award \$52,000 plus local match of \$52,000

Member Gabiou suggested, in the future years, these awards could be handled with an Administrative Amendment to speed the process along.

MOTION

Member Gabiou presented a motion to recommend the Executive Board amend the FY16-25 MTIP to include ADOT FY18 Transit Grant Awards. Motion was seconded by Member Jaspers.

VOTE ON THE MOTION

The vote on the motion was unanimous.

6. DISCUSSION AND POSSIBLE ACTION REGARDING THE ESTABLISHMENT OF AN ENVIRONMENT AND LAND USE ADVISORY COMMITTEE (EMAC)

*Vincent Gallegos for Chris Bridges, CYMPO Administrator
(Task #102)*

Vincent Gallegos reiterated that as per direction given by the CYMPO Executive Board the TAC had considerable discussion at the May TAC meeting regarding the establishment of an Environment and Land Use Advisory Committee. At that time, the committee was requested to provide the TAC specific information regarding their purpose, membership, structure and scope. Information is provided within the Agenda Packet is as follows:

Name:

- Title for the group would be “Ecosystem Connectivity and Mitigation Advisory Committee” could be called **EMAC** for short

Purpose:

- The mission of the EMAC is to study and advocate for the preservation of interconnected ecosystems in the CYMPO Region that will integrate land use and mitigation for natural resource protection, and wildlife habitats into the regional transportation planning and design program.

Membership:

- 7 voting members with additional participation as needed.
 - ADOT NW District Environmental
 - AZ G&F
 - Yavapai County Land Use Planning Staff
 - Prescott National Forest
 - 3 Private Citizens (Must reside in CYMPO Planning Boundary)

Structure:

- Stand Alone Committee- Reporting to the TAC on a monthly basis and having regular reports quarterly, bi-annual or as needed to the Executive Board.
- There would not be a seat on the TAC from this committee
- Committee would be able to pursue other grant funding to add to the current transportation funding CYMPO receives

Scope:

- Participate in Regional Planning and Design Studies performed by CYMPO, ADOT and Local Public Agencies
 - Make recommendations to TAC during the planning or design phases of projects
- Coordinate and Participate in regional ecosystem connectivity and mitigation planning studies (Funded by FHWA or other grants)
- Pursue funding opportunities for ecosystem connectivity and mitigation through FHWA, existing 501.c.3 organizations, or other sources
- Coordinate with Local Public Agency Land Use Planning Staff to coordinate Land Use and Transportation and ECAM issues
- Provide ECAM related education for Executive Board, TAC and public

Member Davis said the committee did a very good job following the direction given by the TAC but did want to comment regarding the Structure. He recollected that the new committee would report to the TAC on an “As Needed” basis rather than monthly. Chairman Hanks stated that it should also be on an “As Needed” basis to the Executive Board.

Member Gabiou if this committee would be identified in the By-Laws. Mr. Gallegos confirmed that the By-Laws would address Stand-Alone Committees. Member Gabiou also recommended that under the Scope - funding opportunities; those opportunities should be coordinated with the TAC first to make sure there is no conflict with existing roadway projects.

Member Mattingly felt this coordination effort would be better addressed under the next bullet point, Coordinate with Local Public Agency Land Use Planning Staff. Member Gabiou indicated either point would work.

MOTION

Member Straub presented a motion to approve recommend the Executive Board permit the establishment of an Environment and Land Use Advisory Committee as a standing committee reporting directly to the TAC and Executive Board inclusive of discussed amendments. Motion was seconded by Member Gabiou.

VOTE ON THE MOTION

The vote on the motion was unanimous.

7. DISCUSSION AND POSSIBLE ACTION TO MAKE AMENDMENT TO BY-LAWS

Vincent Gallegos for Chris Bridges, CYMPO Administrator

(Task #102)

Mr. Gallegos summarized the purpose of this agenda item was to formalize previous discussions regarding the structure and voting members of the TAC. Previously it was indicated that one member from each of our stakeholder should have a representative on the TAC. Currently ADOT has two representatives and the Prescott National Forest as one, even though all of the Prescott National Forest is outside the CYMPO boundary.

Chairman Hanks who were the voting members on the Executive Board. Mr. Gallegos responded, The City of Prescott, Towns of Chino Valley, Dewey-Humboldt and Prescott Valley, Yavapai County and ADOT State Transportation Board member who has appointed Alvin Stump as her proxy.

Member Straub asked if the Tribe has representation on the Executive Board. Mr. Gallegos informed they do not, although there have been efforts in the past to reach out to them.

Member Bull commented; it was here feeling that the Prescott National Forest should NOT be a voting member on the TAC however, should she sit on the Environmental Committee would not have a problem coming back to the TAC to provide those “As Needed” updates.

Chairman Hanks interjected that the first thing the TAC should do is determine the voting structure; will it be the same as the Executive Board, are we going to allow two ADOT member or additional members. Once that is established we can continue discussion regarding the Prescott National Forest.

Member Gabiou recollected that the TAC should have the same voting structure as the TAC with one vote per agency. Meaning, ADOT would have only one vote with priority given to the local ADOT representative (ADOT MPD would only vote in their absence) and the Prescott National Forest would be in an advisory capacity as a non-voting member.

Member Jaspers agreed with Mr. Gabiou.

Mr. Gallegos clarified the TAC’s formal recommendation would be to exclude one ADOT vote and the Prescott National Forest vote but allowing them to sit in on an advisory capacity only. All of this information will be given to our attorney, he will them re-write the By-Laws accordingly. Subsequently the TAC will be given the opportunity to review the revised By-Laws and make recommendation to the Executive Board.

MOTION

Member Hanks presented a motion to recommend the Executive Board approve amending the CYMPO By-Laws as discussed. Motion was seconded by Member Jaspers.

VOTE ON THE MOTION

The vote on the motion was unanimous.

8. ADJOURNMENT 9:00am

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.