



Meeting Minutes

**Multimodal Technical
Advisory Committee (M-TAC)
Thursday, January 6, 2011
8:00 A.M.**

**Prescott City Council Chambers
201 S. Cortez Street
Prescott, AZ 86303**

AGENCY VOTING M-TAC MEMBERS PRESENT

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| Chairman | Craig McConnell, City of Prescott |
| Vice-Chairman | Ron Gritman, Town of Chino Valley |
| Member | Norm Davis, Town of Prescott Valley |
| Member | Phil Bourdon, Yavapai County |
| Member | Cynthia Moody, U.S. Forest Service |
| Member | Joel Berman, Town of Dewey-Humboldt |
| Member | Charla Glendening, ADOT MPD (Via telephone) |
| Proxy Member | Alvin Stump, ADOT Prescott District (Proxy for Member Gentsch) |

AGENCY M-TAC MEMBERS NOT PRESENT

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| Member | Greg Gentsch, ADOT Prescott District |
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CYMPO STAFF

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|---------------------------|---------------------|
| CYMPO Administrator | Christopher Bridges |
| CYMPO Program Coordinator | Jean Knight |

ADDITIONAL ATTENDEES

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| Yavapai County | Supervisor Carol Springer, Mike Willett |
| Town of Prescott Valley | Councilwoman Patty Lasker |
| City of Prescott | Councilwoman Mary Ann Suttles |
| Town of Chino Valley | Councilman Ron Romley |
| CivilTec Engineering | Richard Straub |

1. CALL TO ORDER AND ROLL CALL

Chairman McConnell called the meeting to order at 8:00 AM. Jean Knight, CYMPO Program Coordinator performed roll call.

- 2. PUBLIC COMMENT:** 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 M-TAC need not request permission in advance and are limited to three (3) minutes. The public may also comment on individual agenda items, as each item is considered by the M-TAC, subject to a time limit of three (3) minutes.

There were no public comments.

ACTION

3. APPROVAL OF MINUTES - Regular Meeting Minutes of November 4, 2010

MOTION

Member Davis presented a motion to approve the November 4, 2010, Regular Meeting Minutes. The motion was seconded by Vice-Chairman Grittman.

VOTE ON THE MOTION

The vote on the motion was unanimous.

DISCUSSION/POSSIBLE ACTION

4. COMMITTEE ELECTIONS

Chris Bridges, CYMPO Administrator

(Task# 1.2)

Mr. Bridges related this is the time of year to elect a new Chairman and Vice-Chairman. If the rotation remains the same as in the past, Mr. Grittman would be the new Chairman and Mr. Berman would be the new Vice-Chairman.

MOTION

Member Bourdon presented a motion to nominate Ron Grittman, Town of Chino Valley, as Chairman of the M-TAC. The motion was seconded by Member Davis.

VOTE ON THE MOTION

The vote on the motion was unanimous.

MOTION

Member Bourdon presented a motion to nominate Joel Berman, Town of Dewey-Humboldt, as Vice-Chairman of the M-TAC. The motion was seconded by Member McConnell.

VOTE ON THE MOTION

The vote on the motion was unanimous.

The 2011 Chairman: Ron Grittman, Town of Chino Valley

The 2011 Vice-Chairman: Joel Berman, Town of Dewey-Humboldt

5. METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP) AMENDMENT

Chris Bridges, CYMPO Administrator

(Task# 4.1)

Mr. Bridges related the MPO has been notified that the following grants have been awarded. It is a requirement to amend the TIP to add additions in order for the projects to be funded.

Transportation Enhancement:

- SR89 White Spar Bikeway (Phase III) in an amount of \$877,489
- Gurley Street Pedestrian Enhancements in an amount of \$395,033

Safe Routes to School:

- Washington Elementary Infrastructure in an amount of \$190,659

Vice-Chairman Berman questioned if it had been determined if the HSIP was to be distributed based on population. Mr. Bridges responded he had met with ADOT and the project is not based on population. He also commented that the cost of the environmental needed to be determined first.

Chairman Grittman asked if the HSIP was to be based on one contract. Mr. Bridges responded ADOT wanted multiple JPA's. Mr. Bourdon stated multiple contracts could get complicated.

MOTION

Member Bourdon presented a motion to recommend the Executive Board amend the FY-11-15 MTIP to add the following projects:

- SR89 White Spar Bikeway (Phase III) \$877,489 - Transportation Enhancement
- Gurley Street Pedestrian Enhancements \$395,033 - Transportation Enhancement
- Washington Elementary Infrastructure \$190,659 - Safe Routes to School

Vice-Chairman Berman seconded the motion.

VOTE ON THE MOTION

The vote on the motion was unanimous.

DISCUSSION

6. CYMPO TRANSPORTATION PLAN – LONG RANGE PLAN (LRTP)

Chris Bridges, CYMPO Administrator

(Task#1.2)

Mr. Bridges related he is in the process of preparing a scope of work to provide to ADOT and to request that adequate funds be provided for the fiscal year 2012 to pay for the study. He indicated there is approximately \$100,000 available for the study and it is estimated the study will cost \$350,000, for a streamline version. Potentially the RFP could be out by May or June and start the project this coming fall.

Member McConnell commented the timeline would be the study could be completed in 2012. He indicated there needs to have ground rules set; specifically population projections and constraining or not constraining. The general plans were written years ago when the economy was better. He discussed the ramifications of the costs of projects today versus when the general plan was completed and the economic state of the City at this the same time. He stated there should be a threshold. He also questioned what information to use. Mr. McConnell suggested there be preliminary discussions and for the committee members meet with their elected officials to make sure they are in agreement. Mr. Davis commented the Town of Prescott Valley's general plan is currently up-to-date.

Mr. McConnell commented it was important to involve the community development departments. The discussion began regarding having a working group prior to beginning the study. It was determined a special working group should be scheduled for the month of February.

Mr. Bridges indicated the census numbers should be out by March. He also commented the advertisement for the RFP should be published in May or June.

Mr. Stump indicated he was in agreement with the working group.

7. FY 2012 – 2016 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP) SUBMITTAL FORM

Chris Bridges, CYMPO Administrator

(Task# 4.1)

In the past when staff was in the process of updating the MTIP for the new fiscal year; a blank draft of the MTIP was circulated. To make the process simpler and provide all information required; we are providing a MTIP Project Submittal Form for the FY 2012 – 2016. (A copy is attached) The form will be sent electronically January 7, 2011.

It is important that all categories of the form be completed. The form is designed to advise you that information is missing and cannot be electronically submitted to CYMPO. Please complete and forward the completed form to Jean Knight no later than January 28, 2011.

There were no comments from the committee members.

8. PROPOSED FUTURE AGENDA ITEMS

Chris Bridges, CYMPO Administrator

(Task# 1.2)

Mr. Bridges recommended the following as agenda items for February:

- Work Program draft and public comment period
- FY 12- 16 MTIP final draft and public comment period
- HSIP

Member Davis questioned why there was to be any further discussion of the MTIP. Mr. Bridges explained the previous discussion of the MTIP was an amendment only to add items that had been awarded. He related any changes or additions need to be completed for the FY12 – 16 MTIP that is due to ADOT in May.

Member Davis requested the Long Range Plan remain on the agenda

9. AGENCY UPDATES

Agency updates were provided by Member Moody, Member Glendening, Member Bourdon, Vice-Chairman Berman and Mr. Stump.

10. MISCELLANEOUS ANNOUNCEMENTS & CYMPO UPDATES

Mr. Bridges made the following announcements:

- Provided an update on the House revoking current legislation regarding the Highway Trust Fund. Will continue to provide updates
- Discussed the HSIP – will bring more information at the next month meeting

11. UPCOMING SCHEDULED MEETINGS

- T-TAC Meeting: **Thursday, January 13, 2011, 8:00 AM**, Prescott Valley Town Hall, Room 331, 7501 E. Civic Circle, Prescott Valley, AZ
(CYMPO Transit Technical Advisory Committee monthly meeting)
- Executive Board Meeting: **Wednesday, January 19, 2011, 6:00 PM**, Yavapai County Board of Supervisors' Room, 1015 Fair St., Prescott, AZ
(CYMPO Executive Board monthly meeting)
- State Transportation Board Meeting: **Friday, January 21, 9:00 AM, Nogales, AZ**
- M-TAC Meeting: **Thursday, February 3, 2011, 8 AM**, Prescott City Hall, Council Chambers, 201 S. Cortez, Prescott, AZ
(CYMPO Multimodal Technical Advisory Committee monthly meeting)

12. ADJOURNMENT

Chairman Grittmann adjourned the meeting at 8:42 AM.