



Meeting Minutes

**Multimodal Technical
Advisory Committee (M-TAC)
Thursday, February 3, 2011
8:00 A.M.**

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

AGENCY VOTING M-TAC MEMBERS PRESENT

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

AGENCY M-TAC MEMBERS NOT PRESENT

Member	Phil Bourdon, Yavapai County
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CYMPO STAFF

CYMPO Administrator	Christopher Bridges
CYMPO Program Coordinator	Jean Knight

ADDITIONAL ATTENDEES

Yavapai County	Matt Carpenter, James Gardner
FHWA	Georgi Jasenovec

1. CALL TO ORDER AND ROLL CALL

Chairman Gritman called the meeting to order at 8 AM. CYMPO Program Coordinator Jean Knight 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 January 6, 2011

MOTION

Proxy Member Willett presented a motion to approve the M-TAC regular meeting minutes for January 6, 2011. Motion was seconded by Member Moody.

VOTE ON THE MOTION

The vote on the motion was unanimous.

DISCUSSION/POSSIBLE ACTION

4. FY 12-16 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP)

Chris Bridges, CYMPO Administrator

(Task# 4.1)

Mr. Bridges discussed the draft MTP presented to the committee. The Transportation Enhancement and Safe Routes to School grants have been modified as well as the Local Projects on page two (2). There was clarification for FY14 & 15 of the SR 89 widening from SR89A to Mile Post 324. He indicated other critical items are page three (3) (Operations & Maintenance) and page four (4) (HSIP); there were no changes. The T-TAC will be reviewing the Transit page next week. It was requested if there were any additions or changes to advise staff.

Member McConnell questioned the Tribal Connector project. Mr. Bridges responded the project is out to bid, the funds have been allocated, and it was an FY11 project, consequently the project has been removed from the new MTIP draft.

Member Davis questioned when the Viewpoint project would be removed from the STP page four (4). Mr. Bridges indicated the funds for the project are over multiple years. Member Gentsch related it is historical data. Member Glendening added that ADOT likes to see that progress is being made on a project. She also indicated that the Chino Valley project for FY12 is getting ready to be obligated; need to make sure the clearances are done and getting ready for the JPA. Chairman Grittmann responded Chino Valley is working with ADOT.

Member McConnell indicated it would be helpful to break page four (4) into two parts. He also stated there needs to be some tweaking to the document; however overall looks good.

MOTION

Member McConnell presented a motion to recommend the Executive Board approve the draft FY 12-16 MTIP and approve the 30-day public comment period. The motion was seconded by Member Davis.

VOTE ON THE MOTION

The vote on the motion was 7-yes votes and 1-no vote from Proxy Member Willett.

5. FY 12 UNIFIED PLANNING WORK PROGRAM AND BUDGET (UPWP)

Chris Bridges, CYMPO Administrator

(Task# 1.1)

Mr. Bridges related the Draft Work Program has been sent to Mary Ann Roder and Charla Glendening, ADOT, for review and they have a few minor changes for clarification purposes. Primarily the tables need some adjusting.

Mr. Bridges announced the Fed Review of the Work Program is scheduled for March 7, 2011, 1 – 4 PM, at the Town of Prescott Valley Auditorium in the Library.

MOTION

Member Moody presented a motion to recommend the Executive Board approve the “Draft” UPWP and approve the 30-day public comment period. The motion was seconded by Proxy Member Willett.

VOTE ON THE MOTION

The vote on the motion was unanimous.

6. HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP)

Chris Bridges, CYMPO Administrator

(Task# 1.1 & 4.1)

Mr. Bridges stated he had spoken with Jim Reeves, ADOT, regarding the JPA and he responded it is still with the JPA office. There was concern the entities were going to perform their own work. Mr. Bridges assured Mr. Reeves that would not occur.

Chairman Grittmann questioned if the JPA is to be with the CYMPO or all entities. Mr. Bridges responded that ADOT is unsure at this time.

Member Davis stated there are a lot of partners with the HSIP funds and it appears there is trouble moving forward with the project. He requested to do what is necessary for ADOT to make progress so that funds are not lost. He requested a timeline be prepared and to forward it to ADOT.

Mr. Bridges indicated the JPA should be received in February. He hoped to have the draft so the Executive Board could approve at their March meeting. He also stated there are multiple parties that need to review and approve the JPA. He may enlist Mr. Gentsch's assistance with ADOT to meet the timeline. Mr. Bridges related we should be in the time frame to execute this by May. He will continue pursuing with ADOT.

Chairman Grittmann questioned if the project could be delivered by October. Mr. Bridges responded that was a reasonable time frame.

Member Glendening commented about the milestones; and to have FHWA issue a letter of funds obligation. She offered her assistance to work with Chris and FHWA to put the project together.

Mr. Bridges related he would send out the timeline.

No formal action was taken.

7. CYMPO TRANSPORTATION PLAN – LONG RANGE PLAN

Chris Bridges, CYMPO Administrator

(Task#1.2)

Mr. Bridges indicated the time frame and scope are different than the direction given by the Executive Board. The Executive Board wanted to adopt the existing plan as is and unfortunately that is not possible. Using the latest census data and Safetea-Lu requirement should carry us through. This allows the entities time to update their General Plans.

Member McConnell questioned if the next update would be in 5-years. Mr. Bridges responded it would probably be 2017. He stated the cost would be \$50,000 - \$100,000 rather than the approximately \$350,000, the cost of a full study.

Chairman Grittmann discussed the general plans to the CYMPO Long Range Plan.

Member McConnell questioned if Mr. Bridges is going forward with an RFP. He also discussed having a time frame to have a meeting to discuss the revised scope of work.

Mr. Bridges indicated we could progress once we receive approval from FHWA and ADOT.

No formal action was taken.

DISCUSSION

8. PROPOSED FUTURE AGENDA ITEMS

Chris Bridges, CYMPO Administrator

(Task# 1.2)

Mr. Bridges presented the following as future agenda items:

- Long range plan
- HSIP and timeline
- Work Program and MTIP

Member Davis requested the HSIP Timeline.

9. AGENCY UPDATES

Member Gentsch, ADOT Prescott District, presented an update.

10. MISCELLANEOUS ANNOUNCEMENTS & CYMPO UPDATES

Mr. Bridges provided the following updates:

- In December CYMPO is hosting the State Transportation Board meeting.
- Rural Transportation Summit is January 2012 – to be held in Yuma. WACOG and CYMPO are assisting. It will be a thank you to Bill Feldmeier for all that he has done for the area during his time on the Board. More information will follow.
- Provided updated information regarding re-authorization. He will have more information after the RTAC meeting next week.

11. UPCOMING SCHEDULED MEETINGS

- T-TAC Meeting: **Thursday, February 10, 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, February 16, 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, February 18, 2011, 9:00 AM, Parker, AZ**
- M-TAC Meeting: **Thursday, March 3, 2011, 8:00 AM**, Prescott City Hall, Council Chambers, 201 S. Cortez, Prescott, AZ
(CYMPO Multimodal Technical Advisory Committee monthly meeting)

12. ADJOURNMENT

MOTION

Member McConnell presented a Motion to adjourn; motion was seconded by Member Gentsch. The meeting adjourned at 8:50 AM.

VOTE ON THE MOTION

The vote on the motion was unanimous.