



Meeting Minutes

**Multimodal Technical
Advisory Committee (M-TAC)
Thursday, April 7, 2011
8:00 A.M.**

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

AGENCY VOTING M-TAC MEMBERS PRESENT

Chairman	Ron Grittman, Town of Chino Valley
Vice-Chairman	Joel Berman, Town of Dewey-Humboldt
Member	Norm Davis, Town of Prescott Valley
Member	Phil Bourdon, Yavapai County
Member	Cynthia Moody, U.S. Forest Service

AGENCY M-TAC MEMBERS NOT PRESENT

Member	Craig McConnell, City of Prescott
Member	Greg Gentsch, ADOT Prescott District
Member	Charla Glendening, ADOT MPD

CYMPO STAFF

CYMPO Administrator	Christopher Bridges
CYMPO Program Coordinator	Jean Knight

ADDITIONAL ATTENDEES

Yavapai County	James Gardner
WVCO	Richard Clemmer
Civiltec Engineering	Richard Straub
Town of Chino Valley	Ron Romley
PAT	Jim Knaup

1. CALL TO ORDER AND ROLL CALL

Chairman Grittman 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 March 3, 2011 and Work Study Minutes of March 3, 2011

(Task #1.2)

MOTION

Vice-Chairman Berman presented a motion to approve the M-TAC regular meeting minutes for March 3, 2011, and the Work Study Minutes of March 3, 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) – FINAL PUBLIC COMMENT PERIOD

Chris Bridges, CYMPO Administrator

(Task #4.1)

Mr. Bridges indicated this is the last M-TAC meeting public comments will be heard and changes made. There have been no public comments to date. The most recent change was to move the Chino Valley SR89/Perkinsville Round-About from the FY12 & 13 to FY14 & 15 as ADOT moved the SR89 widening SR89A to MP 324 to FY12 & 13. He indicated the MTIP needed to be forwarded to the Executive Board with the recommendation to approve.

MOTION

Member Bourdon presented a motion to forward the MTIP to the Executive Board with the recommendation to approve. The motion was seconded by Vice-Chairman Berman.

VOTE ON THE MOTION

The vote on the motion was unanimous.

5. FY 12 WORK PROGRAM AND BUDGET (WP) – FINAL PUBLIC COMMENT PERIOD

Chris Bridges, CYMPO Administrator

(Task #1.1)

Mr. Bridges related changes were made to the Work Program based upon input from FHWA/ADOT at the meeting in March. This is the last M-TAC meeting for public comment and any recommended changes. The committee needs to forward their recommendation to the Executive Board to approve.

MOTION

Member Bourdon presented a motion to forward the Work Program to the Executive Board with the recommendation to approve. The motion was seconded by Member Moody.

VOTE ON THE MOTION

The vote on the motion was unanimous.

6. HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) INTERGOVERNMENTAL AGREEMENT (IGA)

Chris Bridges, CYMPO Administrator

(Task #1.1 & 4.1)

Mr. Bridges commented that he had just received, via e-mail, the revised JPA and it appears the comments CYMPO sent to ADOT had been incorporated into the new document. He would be distributing it later today to the committee. Chairman Gritman requested confirmation that the JPA is still one construction project through CYMPO and Mr. Bridges confirmed.

Member Bourdon questioned if the intent is to use internal forces. Mr. Bridges responded that the City of Prescott would do the contract on behalf of CYMPO; just one contract. Chairman Grittmann stated it would be up to the entities to provide necessary information to the City of Prescott. Mr. Bridges indicated it was important to get the sign information to the City as soon as possible.

Member Davis questioned if there is a way to get started on the environmental. Mr. Bridges related ADOT has someone ready to go. Member Davis questioned if ADOT has confirmed if they could meet the timeline. Mr. Bridges stated ADOT had not officially responded and his conversations have been with Mr. Reeves.

There was no official action taken.

7. **CYMPO TRANSPORTATION PLAN – LONG RANGE PLAN**

Chris Bridges, CYMPO Administrator

(Task #2.4)

Mr. Bridges related he received approval from FHWA to perform a scaled down version of the Long Range Plan. There is no new traffic modeling; use of the 2010 census data; update projections and add sustainability & livability and transit. There would be public meetings; however, they would be consolidated. The anticipated schedule would be to advertise the RSOQ in May and move forward with a contract in June. It is possible the Plan could be completed in October or November. He also indicated that within 2-years of the completion of this Plan, CYMPO would be required to perform a full Plan update including the traffic modeling.

Member Bourdon stated the land use is important to update. Not just a blanket look at land use. Mr. Bridges commented he would work with the County, Prescott and Prescott Valley to coordinate the land use into the Long Range Plan.

Richard Clemmer, Williamson Valley Community Organization, commented on the Long Range Transportation Plan from 2006, indicating it overstated the growth projections, affecting the widening of Williamson Valley Road. Additionally, he commented on water issues. He stated CYMPO is moving in the right direction at this time.

Member Bourdon commented about the timeline, that it may be unrealistic and we need to take the recommendation of the consultant that is hired. It is possible a consultant may charge more to shorten the timeline. He would like to see it lengthen slightly.

MOTION

Member Davis presented a motion to forward to the Executive Board the Timeline of the Transportation Study Update and advertise for the consultant. The motion was seconded by member Bourdon.

VOTE ON THE MOTION

The vote on the motion was unanimous.

DISCUSSION

8. **FY 2012 CARRY- FORWARD FUNDS AND POTENTIAL USE**

Chris Bridges, CYMPO Administrator

(Task #2.1)

Chairman Grittmann related that from the FHWA/ADOT/FTA meeting, there were comments made regarding using excess funds that are available. Mr. Bridges responded that the Section 5303 Transit Planning Funds have a small carryover and they are used for salaries and other transit projects, with approximately half left over that

could be used for studies like sidewalks, rideshare, park and ride or to help human service providers. The SPR funds will be used for the Long Range Plan and some of the carry-over available would be used for CYMPO operations. The MPO is not regularly receiving planning dollars and we would need to use SPR carry-over. He cautioned using all of the carry-over funds.

Chairman Gritman suggested adding to the MTIP, 3-years of planning for use of the excess funds. The examples given were for the Chino Valley Extension and the potential Paulden/I40 project. Vice-Chairman Berman agreed with putting together a spreadsheet with potential projects. Show FHWA that we are thinking ahead.

Member Bourdon agreed with Chairman Gritman's presented projects; however, suggested not taking any of the excess funds at this time. He suggested to wait and see if we receive recommendations from the Transportation Long Range Plan study.

Mr. Bridges indicated he could put together a list of potential planning projects. The carry-over will not cover that for now. Jennifer Toth, ADOT, stated we could request additional funds for planning studies. After a list of potential projects is put together, determine the costs associated and work with ADOT to request the additional funds. May not get it all, but could request it.

9. PROPOSED FUTURE AGENDA ITEMS

*Chris Bridges, CYMPO Administrator
(Task #1.2)*

Mr. Bridges proposed the following for the May agenda:

- HSIP JPA
- Long Range Plan Scope

10. AGENCY UPDATES

Agency updates were provided by: Phil Bourdon – Yavapai County; Ron Gritman – Town of Chino Valley; and, Norm Davis – Town of Prescott Valley

11. MISCELLANEOUS ANNOUNCEMENTS & CYMPO UPDATES

Mr. Bridges announced the Town of Dewey-Humboldt received a planning assistance rural grant and a kick off meeting is to be held within the next two weeks and the City of Prescott received two PARA grants.

12. UPCOMING SCHEDULED MEETINGS

- T-TAC Meeting: **Thursday, April 14, 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, April 20, 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, April 15, 2011, 9:00 AM, Phoenix, AZ**
- M-TAC Meeting: **Thursday, May 5, 2011, 8:00 AM**, Prescott City Hall, Council Chambers, 201 S. Cortez, Prescott, AZ
(CYMPO Multimodal Technical Advisory Committee monthly meeting)

13. ADJOURNMENT

The meeting adjourned at 8:40 AM.