



MINUTES

Technical Advisory Committee
Thursday, March 5, 2015
8:00A.M.

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

CYMPO Technical Advisory Committee

Chair	Byron Jaspers, Yavapai County
Vice-Chair	Ed Hanks, Town of Dewey-Humboldt
Member	Norm Davis, Town of Prescott Valley
Member	Ian Mattingly, City of Prescott
Member	Ron Grittman, Town of Chino Valley
Member	Dan Salcido, U.S. Forest Service
Member	Dan Gabiou, ADOT MPD
Member	Bob LaJeunesse, ADOT Prescott District

1. CALL TO ORDER AND ROLL CALL

Meeting was called to order at 8:00 AM by Chairman Jaspers. Roll call was performed by Deb Hernandez.

Member Absent: Dan Salcido

- 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.

Public comments were made by:

- J. D. Greenburg
- Dee Skipton

DISCUSSION / POSSIBLE ACTION

- 3. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE January 14, 2015 Joint Work Study Session and the February 5, 2015, REGULAR MEETING MINUTES OF THE TECHNICAL ADVISORY COMMITTEE (TAC)**

Chris Bridges, CYMPO Administrator
(Task #102)

MOTION

Member Davis presented a motion to approve the Minutes of the January 14, 2015 Joint Work Study, as they apply to the TAC. Motion was seconded by Vice-Chairman Hanks.

VOTE ON THE MOTION

The vote on the motion was unanimous.

MOTION

Member Grittman presented a motion to approve the Regular TAC Meeting of February 5, 2015. Motion was seconded by Member Davis.

VOTE ON THE MOTION

The vote on the motion was unanimous.

4. DISCUSSION AND POSSIBLE ACTION OF THE FIRST DRAFT OF FY2016 WORK PROGRAM

Chris Bridges, CYMPO Administrator

(Task #101)

Mr. Bridges began the discussion by reminding everyone on March 26th, 2015 CYMPO staff would be meeting with Federal Highways and ADOT staff members to review our draft of the FY2016 Work Program. He requested as many TAC members as possible attend. This document is significant because we must list all activities CYMPO will be participating in this next fiscal year in order to be reimbursed for those activities.

He then requested everyone to look at page 9. The structure of our TAC does not line up with the structure of the Executive Board. The CYMPO Executive Board has one vote per entity (City of Prescott, Towns of Prescott Valley, Chino Valley and Dewey-Humboldt as well as Yavapai County and ADOT). Currently the TAC allows ADOT two votes, one from the ADOT Prescott District Office and the other from the Multimodal Planning Division. The TAC also has given the U.S.D.A. Forest Service, an entity without representation on the Executive Board, a vote. The TAC was set up to conform to the CYMPO By-Laws.

The TAC benefits from ADOT's representation both locally and on a state level, but they are only entitled to one vote. Likewise, we appreciate the U. S. Forest service sitting on our committee, but according to the By-laws, they are not entitled to a vote.

Member Grittman agreed having local and state representation on the TAC was very beneficial.

Chairman Jaspers felt one vote per member organization would be the most equitable way to handle this. There is value in having multiple representations sit on the committee, but they should be non-voting members.

Discussion continued with the committee discussing one vote from ADOT in order to abide by the CYMPO By-laws, but also explore the possibility of adding other non-voting members to the TAC such as a Public land representative within our region.

Mr. Bridges mentioned, with the help of Dan Gabiou, carry forward balances are more accurately shown. He then went on to discuss each work element listed in the Work Program.

TAC members expressed within Work Element 200, Data Collection, they would like to add traffic counts to Purposed Activities.

After discussing Work Element 500, Special Project Planning, TAC indicated the SR89 Corridor Plan from Road 3 North in Chino Valley extending northward to the CYMPO planning boundary should be the main focus. They also wanted to reflect Yavapai County, as the lead agency, would be applying for a PARA Grant for the SR89A Corridor Study.

Work Element 600, Regional Planning, was then discussed with mixed opinions to continue with the Sign Replacement Project or to pursue a safety planning study.

Work Elements 700, Public Involvement Plan, 800, Coordinated Mobility Planning – Section 5303, and 900, Environmental, as was the Operational Planning Activity Budget were presented by Mr. Bridges.

MOTION

Member Gritman presented a motion to approve the Draft of the FY2016 as presented and amended. Motion was seconded by Member Davis.

VOTE ON THE MOTION

The vote on the motion was unanimous.

5. DISCUSSION AND POSSIBLE ACTION OF THE REGIONAL MOBILITY MANAGEMENT IMPLEMENTATION PLAN (RMMIP) REQUEST FOR PROPOSAL (RFP)

*Chris Bridges, CYMPO Administrator
(Task #800)*

Vincent Gallegos, CYMPO Transportation Planner, introduced this Request for Proposal, RFP, by stating there has been continued conversation with NACOG regarding a partnering with CYMPO to prepare a Regional Mobility Management Implementation Plan for Yavapai County. Our Coordinated Public Transit - Human Services Transportation Plan will need to be updated as a result of this RMMIP. This purposed Coordination plan will help to bring together all current Human Services Providers. Through a partnership with NACOG it would be possible to look at Yavapai County as a whole, beyond the CYMPO boundary.

Jason Kelly, NACOG, informed the TAC this as an opportunity to leverage monies and bring together Northern Arizona. NACOG has different levels of information from various regions in Northern Arizona and the greatest need is to give this implementation plan as a blue print to local agencies. A Region-Wide Mobility Management Implement Plan would be beneficial to all programs and agencies involved. Mobility does not have boundaries.

After discussion, the TAC felt the geographic area studied should be specified as: the CYMPO and NACOG Region within Yavapai County.

MOTION

Vice-chairman Hanks presented a motion to recommend the Executive Board move forward with the Regional Mobility Management Implementation Plan Request for Proposal with noted boundary and date changes. Motion was seconded by Member Davis.

VOTE ON THE MOTION

The vote on the motion was unanimous.

6. DISCUSSION AND POSSIBLE ACTION OF THE PRESCOTT VALLEY TRANSIT DISTRICT REQUEST FOR PROPOSAL (RFP)

*Chris Bridges, CYMPO Administrator
(Task #800)*

CYMPO Administrator, Chris Bridges, expressed he has worked closely with Norm Davis, Prescott Valley Public Works, to develop this Request for Proposal.

Member Davis stated the Town of Prescott Valley would like a study performed that would obtain public input with respects to Public Transportation. The Town wanted to know what the boundary of services would be, what kind of services the public wanted and how much that level of service would cost then take to a vote to determine if the public would be willing to pay for this service.

Group discussion focused on the fact that the Regional Mobility Management Implementation Plan was the primary need. If funds were available after the RMMIP the balance could be used for the Prescott Valley Transit District Plan.

Mr. Bridges made the committee aware there was no cost involved in an RFP and the cost of the studies would be presented when the RFP's were submitted.

Additionally, it was suggested the Town of Prescott Valley consider a PARA grant to perform this study.

Dee Skipton from Goodwill made comment regarding the need to transport individuals to jobs.

MOTION

Member Davis presented a motion to recommend the Executive Board move forward with the Prescott Valley Transit District Tax Request for Proposal with noted date changes. Motion was seconded by Member Gritman.

VOTE ON THE MOTION

The vote on the motion was unanimous.

7. DISCUSSION AND POSSIBLE ACTION TO REVIEW THE FIRST DRAFT OF THE FY-16-FY25 METROPOLITAN TRANSPORTATION IMPROVEMENT PLAN (MTIP)

*Chris Bridges, CYMPO Administrator
(Task #300)*

Mr. Bridges indicated no action was needed at this time. He requested each agency take time to review all projects listed and make sure it is complete and current. He also requested the Local Projects page include pavement preservation projects be listed. A second draft with all your updates will be presented at the next meeting.

8. CYMPO UPDATES

- **March 26, 2015, Federal review of Work Program, 9:00AM in Prescott Valley's Crystal Room**
- **April Meeting**

9. AGENCY UPDATES

Agency updates were provided by:

- Ian Mattingly, City of Prescott
- Bob LaJeunesse, ADOT Prescott District
- Ron Gritman, Town of Chino Valley
- Ed Hanks, Town of Dewey-Humboldt
- Byron Jaspers, Yavapai County
- Dan Gabiou, ADOT MPD
- Norm Davis, Town of Prescott Valley

10. ANTICIPATED FUTURE AGENDA ITEMS

Chris Bridges, CYMPO Administrator

(Task #102)

- **FY2016 UPDATE OF THE LIMITED ENGLISH PROGRAM (LEP)**
- **FY2016 UPDATE OF THE PUBLIC PARTICIPATION PLAN (PIP)**
- **FY2016 UPDATE OF THE TITLE VI PLAN**
- **FY2016 WORK PROGRAM**
- **FY16-25 METROPOLITAN TRANSPORTATION IMPROVEMENT PLAN (MTIP)**
- **2014 REGIONAL TRANSPORTATION PLAN (RTP)**

11. UPCOMING SCHEDULED MEETINGS

- **CYMPO Executive Board Meeting: Wednesday, March 18, 2015, at 5:00 PM**, County Board of Supervisors Room, 1015 Fair Street, Prescott, AZ
- **State Transportation Board Meeting: March 20, 2015, Tucson**

12. ADJOURNMENT at 10:15AM.