



# ***MEETING MINUTES***

---

**Technical Advisory Committee  
Thursday, September 3, 2015  
8:00A.M.**

**Prescott Valley Library Auditorium  
7401 East Civic Circle – 1<sup>st</sup> 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	Andy Roth, ADOT Prescott District

### **1. CALL TO ORDER AND ROLL CALL**

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

Member Absent:

- Byron Jaspers with proxy member Mike Willett in his place
- Dan Gabiou

### **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.

## **DISCUSSION / POSSIBLE ACTION**

### **3. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE June 4, 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 Regular TAC Meeting of June 4, 2015. Motion was seconded by Member Grittman.

#### **VOTE ON THE MOTION**

The vote on the motion was unanimous.

### **4. DISCUSSION AND POSSIBLE ACTION ON THE ARIZONA STATE HIGHWAY LOGO SIGN PROGRAM**

*Win Holden, Publisher, Arizona Highways Magazine*

*Kelly Mero, Director of Sales and Marketing  
(Task #102)*

Mr. Holden explained the Grand Canyon State Logo Sign Program is currently under the management of the Department of Transportation with proceeds going into the highway fund and has been expanded into urban areas. Business must be in one of six recognized categories in order to qualify for participation. All signs are owned and maintained by ADOT. Mr. Holden explained the pricing and expressed the desire for current and prospective businesses to participate.

Norm Davis, asked if “Pathfinders Signs’ have an additional charge. Mr. Holden advised there is no additional fee. Mr. Davis stated the Town of Prescott Valley would like to be able to ultimately approve individual sign locations within the Town’s Limits. Other principalities agreed to this practice.

Mike Willett asked if this item should be taken back to our individual communities or is this a CYMPO Executive Board item. Mr. Bridges said this would be up to each individual community to choose to participate or not; this is not an item to present to the Executive Board.

**5. DISCUSSION AND POSSIBLE ACTION OF FUNDING FOR LOCAL TECHNICAL ASSISTANCE PROGRAM (L.T.A.P.) TRAINING**

*Rebecca Mayher, ADOT LTAP Supervisor  
(Task #300)*

Rebecca Mayher with the Arizona Local Technical Assistance Program (LTAP) passed to the TAC members a handout explaining the training program. She went on to explain how many participants received training last year and what training programs were available. A contributing member agency can pay a fee of \$100 per transportation employee and benefit from the training provided. One of the core functions of the LTAP program is to provide technical training for the local communities. Classes are not scheduled on a regular basis; local agencies determine what the training needs are, when and where they would like them delivered.

Member Mattingly asked what a Contributing Member was. Ms. Mayher responded that a Contributing Member was anyone who paid an annual charge of \$100 per transportation employee (or body) to LTAP.

Norm asked for clarification of the number of transportation employees the cost is based on. She gave an example that CYMPO stakeholders could indicate 10 bodies, pay \$1,000 annually and that number of bodies could attend any training session they wanted within the year. Additionally, those 10 bodies could be rotated among the organization to allow different employees to receive the same training at different times.

Member Gritman asked Chris where the money would come from. Chris explained it came out of our STP funds. Mr. Gritman further stated CYMPO has always sought to maximize our STP dollars in projects and wants to continue to do so; however, he would support a \$1000 budget for LTAP Training.

Proxy Chair Willett asked Ms. Mayher if she had a record of the number of agency members that have added in the past. Ms. Mayher indicated she did have that information and would make it available. He also asked if the TAC member would like to look to their own agency to fund this program as opposed to using STP funds. Member Mattingly said the City of Prescott would not be able to. Member Davis said, in the spirit of cooperation, he would also support \$1000 of STP funds designated for LTAP Training.

Mr. Bridges said we have to gather the information on the number of CYMPO slots to purchase and bring this item back to amend our FY17 Work Program and TIP accordingly; in the meantime, each individual agency could purchase their own timeslots for FY16.

**6. DISCUSSION AND POSSIBLE ACTION TO RECOMMEND EXECUTIVE BOARD APPROVE JPA15-0005349-I FOR THE TRAFFIC LIGHT ON SR69 AT MAIN STREET IN DEWEY-HUMBOLDT**

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

Mr. Bridges stated this JPA has been signed and approved by our attorney, with the TAC's recommendation, it will be submitted to our Executive Board for final approval an signature at their next meeting.

**MOTION**

Member Hanks presented a motion to recommend the CYMPO Executive Board approve JPA15-0005349-I for the Traffic Light on SR69 at Main Street in Dewey-Humboldt. Motion was seconded by Member Gritman.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**7. CYMPO AND AGENCY UPDATES**

- CYMPO Executive Board Meeting: **Wednesday, September 16, 2015, at 4:00 PM**, Yavapai County Development Services Training Room, 1120 Commerce Drive, Prescott, AZ 86305 **PLEASE**
- NOTE CHANGE IN MEETING LOCATION**
- Sept 15 sign information needs to be in to ADOT
- Asset Management Program; will set up a work group and have them come in and do a demonstration
- Safety Funds combined with NACOG; an update will be provided at a later date
- AGENCY UPDATES WERE RECEIVED BY:
  - Andy Roth, ADOT Prescott District
  - Ed Hanks, Town of Dewey-Humboldt
  - Mike Willett, Yavapai County
  - Ian Mattingly, City of Prescott
  - Dan Salcido, U. S. Forest Service

**8. ADJOURNMENT 9:15**