



MEETING MINUTES

Technical Advisory Committee
Thursday, February, 4, 2016
8:00A.M.

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

CYMPO Technical Advisory Committee

Chair	Ed Hanks, Town of Dewey-Humboldt
Vice-Chair	Michael Lopez, Town of Chino Valley
Member	Norm Davis, Town of Prescott Valley
Member	Ian Mattingly, City of Prescott
Member	Byron Jaspers, Yavapai County
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 Chairman Ed Hanks.

Member Absent:

- Dan Salcido
- 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.

Mike Willett made his farewell comments to the committee.

3. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE November 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 Regular TAC Meeting of November 5, 2015. Motion was seconded by Member Mattingly.

VOTE ON THE MOTION

The vote on the motion was unanimous.

4. DISCUSSION AND POSSIBLE ACTION TO MAKE CONSULTANT RECOMMENDATION FOR THE SARA JANE LANE AND FAIN ROAD INTERSECTION STUDY TO THE EXECUTIVE BOARD

Chris Bridges, CYMPO Administrator
(Task #500)

Mr. Bridges stated the intersection of Sara Jane Lane and Fain Road was a concern of the Town of Prescott Valley, ADOT and Yavapai County. At the direction of the CYMPO Executive Board, quotes from Lee Engineering, Jacobs Engineering and Stanley Consultants were obtained for a full evaluation of this intersection. After a review of the quotes by the TAC and CYMPO Staff the preferred consultant is Stanley Consultants. Staff is requesting recommendation be made to the Executive Board to move forward with the Professional Services Agreement with Stanley Consultants.

Member Davis wanted to clarify that the Scope of Work discussed at the Rural Transportation Summit would be made part of the contract. Mr. Bridges assured him it would.

MOTION

Vice-Chair Lopez presented a motion to recommend the Executive Board enter into a contract with Stanley Consultants in order to perform the Sara Jane Lane and Fain Road Intersection Study based upon the discussed Scope of Work. Motion was seconded by Member Davis.

VOTE ON THE MOTION

The vote on the motion was unanimous.

5. DISCUSSION AND POSSIBLE ACTION TO REVIEW AND MAKE AMENDMENT RECOMMENDATIONS OF THE FY16-25 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP) TO THE EXECUTIVE BOARD

Chris Bridges, CYMPO Administrator

(Task #300)

Mr. Bridges reminded the TAC that as previously discussed, we would not be taking the current MTIP through the full public review process but instead the TAC would perform an annual review. Now would be an appropriate time make sure all projects are listed, are they appropriate or not, or do we need to make amendments.

Referring to the attached MTIP, Mr. Bridges explained, a proposed amendment involves an increase in funding to the Mile High and Mountain Oak School project. Jason Bottjen from ADOT explained that he and Eric Boyles were working on updating actual dollar amounts used on various projects and would have that update available at a later time.

Mr. Bridges interjected that is why we are postponing the motion on the Mile High and Mountain Oak School projects at this time. However, review the list of projects and determination of any other changes are in order. Mr. Bridges suggested the TAC wait until next month and amend everything at once.

Chairman Hanks expressed it might be best to wait until next month as that would give TAC members time to thoroughly review projects listed and be more prepared to discuss possible amendments.

Member Davis asked for clarifications to the Multi-Use Path project in Prescott Valley.

Mr. Bridges advised the TAC he would set up a study session before the end of February for the TAC to further discuss the MTIP

MOTION

Member Davis presented a motion to table this item until March. Motion was seconded by Member Mattingly.

VOTE ON THE MOTION

The vote on the motion was unanimous.

6. DISCUSSION AND POSSIBLE ACTION ON FY 17 CYMPO WORK PROGRAM

Chris Bridges, CYMPO Administrator

(Task #300)

Mr. Bridges explained the FY16 Work Program was attached for review explaining by the March meeting CYMPO staff would have a proposed FY17 Budget and Draft Work Program ready for examination. At that time you will be given an opportunity to comment on or modify any new potential FY17 tasks or studies. Mr. Bridges proceeded to review the FY16 Work Program and Tasks or Work Elements shown.

The TAC discussed Work Element 200, Data Collection and how each member currently makes their reporting directly to ADOT receiving very little input from CYMPO staff members. The TAC asked for additional training on how ADOT want this information submitted.

Also discussed was Work Element 400, Regional Transportation Plan. Mr. Bridges informed the TAC our next RTP would be due in 2020 and we need to begin setting aside money to pay for that now. Showing those set-aside funds in the Work Program alerts ADOT we do have obligated these funds for future use.

The remainder of the work elements was discussed briefly. Mr. Bridges informed the TAC the first draft of the FY17 Work Program would be ready for review prior to the March meeting.

7. CYMPO AND AGENCY UPDATES

➤ CYMPO

- Executive Board Meeting: **Wednesday, February 17, 2016, at 4:00 PM**, Yavapai County Board of Supervisors Room, 1015 Fair Street, Prescott, AZ
- Status of Prescott Valley Transit Study
- RMMIP update
- Regional Safety Plan with NACOG
- HSIP, Sign Project
- SR89 Corridor Study
- SR89A Corridor Study
- PARA Grant applications
- State Transportation Board 5 Year Projects
- 2017 Rural Transportation Summit

➤ AGENCY UPDATES WERE RECEIVED BY:

- Andy Roth, ADOT Prescott District
- Ed Hanks, Town of Dewey-Humboldt
- Byron Jaspers, Yavapai County
- Ian Mattingly, City of Prescott
- Norm Davis, Town of Prescott Valley
- Michael Lopez, Town of Chino Valley

9. ADJOURNMENT 9:21 AM