



MEETING MINUTES

Technical Advisory Committee
Thursday, November 2, 2017
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	Norm Davis, Town of Prescott Valley
Member	Ian Mattingly, City of Prescott
Member	Byron Jaspers, Yavapai County
Member	Frank Marbury, Town of Chino Valley
Member	Dan Gabiou, ADOT MPD
Member	Andy Roth, ADOT Northwest District
Member	Kendra Bull, Prescott National Forest – U. S. Forest Service

1. CALL TO ORDER AND ROLL CALL

Meeting was called to order at 8:00 AM by Chairman Ed Hanks. Deb Hernandez performed roll call.

- Absent – Kendra Bull, Prescott National Forest
- Present via telephone – Dan Gabiou, ADOT MPD

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 comment was given

3. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE AUGUST 10, 2017 AND THE SEPTEMBER 7, 2017 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 Minutes of August 10, 2017 and September 7, 2017. Motion was seconded by Member Roth.

VOTE ON THE MOTION

The vote on the motion was unanimous.

4. AGENCY ANNOUNCEMENTS AND UPDATES

Agency announcement and updates were provided from the following member agencies:

- Ian Mattingly, City of Prescott
- Frank Marbury, Town of Chino Valley
- Norm Davis, Town of Prescott Valley
- Ed Hanks, Town of Dewey-Humboldt
- Andy Roth, ADOT Northwest District
- Byron Jaspers, Yavapai County
- Chris Bridges, CYMPO Administrator
- Dan Gabiou, ADOT MPD
- Trish Lewis, ADOT LPA Northwest District

5. DISCUSSION AND POSSIBLE ACTION TO HOLD ELECTION OF OFFICERS FOR TAC CHAIRMAN AND VICE-CHAIRMAN – POSITIONS ARE EFFECTIVE JANUARY 1, 2018

Chris Bridges, CYMPO Administrator

(Task #102)

Chris Bridges gave history of rotation and explained typically be the Vice-Chair moves into the Chair position and based on past rotations, it would be the City of Prescott's turn to be the new Vice-Chair. If the TAC chooses to nominate someone different, that is possible.

Chair Hanks stated he agreed with the current rotation process.

MOTION

Member Gabiou presented a motion to nominate Norm Davis, Town of Prescott Valley, as Chair and Ian Mattingly, City of Prescott, as Vice-Chair of the CYMPO Technical Advisory Committee, TAC. Motion was seconded by Chairman Hanks.

VOTE ON THE MOTION

The vote on the motion was unanimous.

6. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE 2018 TAC MEETING SCHEDULE

Chris Bridges, CYMPO Administrator

(Task #102)

Mr. Bridges presented the anticipated 2018 Meeting Schedule and announced that a Strategic Planning Workshop was being planned for January. There will be no meeting in October 2018 due to the Rural Transportation Summit. Should the committee decide not to have a meeting on all other dates, appropriate notification will be given.

MOTION

Member Roth presented a motion to accept the "draft" meeting schedule for 2018 and recommend the Executive Board approve CYMPO staff publicizing the attached meeting schedule in the Prescott Daily Courier. Motion was seconded by Member Davis.

VOTE ON THE MOTION

The vote on the motion was unanimous.

7. DISCUSSION AND POSSIBLE ACTION TO REVIEW AND MAKE RECOMMENDATION TO THE EXECUTIVE BOARD ON THE CYMPO BY-LAWS REVISION

*Chris Bridges, CYMPO Administrator
(Task #102)*

Mr. Bridges announced that CYMPO staff met with its attorney to review current By-laws and discuss potential changes. Specifically, the structure of the TAC is laid out in the IGA and cannot be amended without amending the IGA. Therefore, focus was given to committee structure.

MOTION

Member Jaspers presented a motion to recommend the Executive Board approve the “Revised” By-laws with changes as presented. Motion was seconded by Member Roth.

VOTE ON THE MOTION

The vote on the motion was unanimous.

8. DISCUSSION AND POSSIBLE ACTION TO MAKE RECOMMENDATION TO THE EXECUTIVE BOARD ON A FUNDING REQUEST FROM THE PUBLIC FOR THE INSTALLATION OF AUDIABLE PEDESTRIAN BEACONS IN DOWNTOWN PRESCOTT

*Chris Bridges, CYMPO Administrator
(Task #102)*

Mr. Bridges explained that CYMPO was approached by a private citizen requesting help with the funding to replace current beacon heads with audible pedestrian beacons to the downtown Prescott area.

Ian Mattingly responded that the City had already started replacing beacon heads. He informed the intersection at Embry Riddle had already been replaced with an audible beacon head. The City has decided to replace beacon heads on an as requested basis. The position of the City of Prescott is they are not required to do blanket replacements. However, they will move forward and do their best to accommodate individual requests.

Mr. Bridges stated this does bring up the concept of an ADA Transition Plan. Member Roth expressed this is reason to have a Transition Plan in place.

Mr. Bridges suggested CYMPO not be involved, and the City of Prescott may take care of such needs as they arise. Member Roth agreed that each individual agency needs to be responsible for their individual ADA Transition Plan.

MOTION

Member Marbury presented a motion to NOT recommend funding for this need due to:

- CYMPO’s STPBG Funds have already been obligated through Fiscal Year 2022
- Future application for HSIP funds are granted on a competitive basis and this project would not compete well
- The City of Prescott has a plan in place to take care of such needs

Motion was seconded by Chairman Hanks.

VOTE ON THE MOTION

The vote on the motion was unanimous.

9. DISCUSSION AND POSSIBLE ACTION TO MAKE RECOMMENDATION TO THE EXECUTIVE BOARD ON THE PROPOSED ADOT/CYMPO SAFETY TARGET

*Chris Bridges, CYMPO Administrator
(Task #404)*

Mr. Bridges explained ADOT put together a committee to analyze past and current safety averages. Based on those averages, ADOT has suggested the following targets:

- Number of Fatalities – 4% Increase
- Rate of Fatalities – 2% Increase
- Number of Serious Injuries – 0% Increase
- Rate of Serious Injuries – 1% Decrease
- Number of Non-Motorized Fatalities and Serious Injuries – 2%

Member Jaspers asked if there was opportunity to re-evaluate these targets in the future. Member Gabiou informed ADOT has set these goals for a five-year period beginning in 2018 with plans to review statistics annually having the option to re-evaluate and set new target goals within 2 years if statistics indicate target goals are unreasonable.

JD Greenburg asked if there was a target to capture information on fatalities involving wildlife. Mr. Gabiou responded “No” there is no such requirement.

Discussion ensued regarding current NACOG Regional Safety Study.

MOTION

Member Davis presented a motion to recommend the Executive Board adopt ADOT’s Safety Performance Targets. Motion was seconded by Member Mattingly.

VOTE ON THE MOTION

The vote on the motion was unanimous.

10. ADJOURNMENT 9:10 AM