



# MINUTES

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**Technical Advisory Committee**  
**Thursday, June 7, 2018**  
**8:00A.M.**

**Prescott Valley Library Auditorium**  
**7401 East Civic Circle – 1<sup>st</sup> Floor**  
**Prescott Valley, AZ 86314**

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## **CYMPO Technical Advisory Committee**

Chair	Norm Davis, Town of Prescott Valley	
Vice-Chair	Ian Mattingly, City of Prescott	Arrived 8:05 AM
Member	Dan Cherry, 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	
Member	Ed Hanks, Town of Dewey-Humboldt	

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

Member Bull absent.

- 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.

Jim Meyers, with ADOT, provided an update on Federal Functional Classification.

### **3. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE APRIL 5, 2018 REGULAR MEETING MINUTES OF THE TECHNICAL ADVISORY COMMITTEE (TAC)**

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

#### **MOTION**

Member Gabiou motioned to approve the April 5, 2018 Regular Meeting Minutes of the Technical Advisory Committee. Member Hanks seconded the motion.

#### **VOTE ON MOTION**

The vote on the motion was unanimous.

### **4. AGENCY ANNOUNCEMENTS AND UPDATES**

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

- Chris Bridges, CYMPO
- Dan Gabiou, ADOT MPD

- Ed Hanks, Town of Dewey-Humboldt
- Dan Cherry, Yavapai County
- Norm Davis, Town of Prescott Valley
- Frank Marbury, Town of Chino Valley
- Andy Roth, ADOT Northwest District
- Ian Mattingly, City of Prescott

**5. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND PARTNERING WITH NAIPTA FOR USE OF 5307 FUNDS AND APPROVE SCOPE OF WORK FOR THE TRANSIT IMPLEMENTATION PLAN TO BE USED IN THE NOTICE OF REQUEST FOR PROPOSALS (RFP)**

*Chris Bridges, CYMPO Administrator  
(Task #502)*

Mr. Bridges explained the pending agreement from the NAIPTA Board, NAIPTA will apply for 5307 funds for the Transit Implementation Plan, and upon receipt, will manage all financial aspects of the project. Expects MOU with NAIPTA to be processed in August. Chairman Davis inquired about incentive for NAIPTA to participate. Mr. Bridges explained that NAIPTA's mission is to assist with promoting and developing transit in areas within Arizona that does not already have transit services.

Member Cherry suggested including a NAIPTA member in the Review Process of the RFP, and clarified that in-kind match is required.

Mr. Bridges explained that CYMPO will pay college through transit planning dollars for scientific study.

**MOTION**

Member Cherry motioned to a recommend partnering with NAIPTA for use of 5307 funds and to approve the of scope of work for the Transit Implementation Plan to be used in the notice of request for proposals (RFP) with the noted change: 1) Removing regional stakeholder from review committee and replacing with a member from NAIPTA. The motion was seconded by Member Gabiou.

**VOTE ON MOTION**

The vote on the motion was unanimous.

**6. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL FOR CYMPO TO JOIN THE JOINT PLANNING ADVISORY COMMITTEE (JPAC)**

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

Mr. Bridges provided overview of JPAC. Explained that joining this group could be beneficial for future funding initiatives in Yavapai County. Member Cherry inquired about who the Yavapai County representative will be. Mr. Bridges explained the primary representation is the Chairman of the MPO, and MPO Administrator.

**MOTION**

Member Gabiou motioned to recommend approval for CYMPO to join the Joint Planning Advisory Committee (JPAC). Member Marbury seconded the motion.

**VOTE ON MOTION**

The vote on the motion was unanimous.

**7. REVIEW, DISCUSSION, AND POSSIBLE ACTION REGARDING BUILD GRANT APPLICATION(S)**

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

Mr. Bridges provided overview of BUILD Grant and explained that after several discussions with local stakeholders, SR 89 Road 3 North to 5 North presented the most need for improvements. Member Marbury explained that this grant could free up money from the construction of Road 1 North signal that is currently programmed in the FY19-23 MTIP. Mr. Bridges explained that the BUILD Grant program is focusing primarily on rural improvements. Member Hanks inquired about possibility of Hwy 69 and Hwy 169 being eligible. Mr. Bridges confirmed yes, and explained that planning studies are eligible as well. Member Cherry explained that Yavapai County is submitting a BUILD Grant for interchange between Cornville Road and SR 260. Chairman Davis inquired about labor hours required for submitting one BUILD Grant. Ms. Stotler estimated 60-80 man-hours for processing one grant. Mr. Bridges explained CYMPO is currently waiting on Sam.gov registration in order to log in to grant application.

**MOTION**

Member Marbury motioned to recommend approval for submitting a BUILD Grant application for SR 89 Road 3 North to Road 5 North including Road 1 North intersection, and if time allows consider Hwy 69 and Hwy 169 as an additional application. Member Hanks seconded the motion.

**VOTE ON MOTION**

The vote on the motion was unanimous.

**8. REVIEW, DISCUSSION, AND POSSIBLE ACTION REGARDING CYMPO'S SUPPORT OF THE ADOT PERFORMANCE TARGETS**

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

Mr. Bridges provided overview of Performance Targets requirement from ADOT and explained that MPOs must either support the state targets that are applicable to its region, or establish its own targets within 180 days of state target establishment.

**MOTION**

Member Gabiou motioned to recommend approval of adopting ADOT's performance targets. Member Hanks seconded the motion.

**VOTE ON MOTION**

The vote on the motion was unanimous.

**9. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF THE CYMPO FY19 TITLE VI PLAN INCLUDING THE PUBLIC INVOLVEMENT PLAN (PIP) AND LIMITED ENGLISH PROFICIENCY PLAN (LEP)**

*Chris Bridges, CYMPO Administrator  
(Task #401)*

Mr. Bridges explained that the updated FY19 Title VI Plan including the Public Involvement Plan and Limited English Proficiency Plan is due to ADOT by August 1, 2018.

**MOTION**

Member Hanks motioned to recommend approval of the CYMPO FY19 Title VI Plan including the Public Involvement Plan (PIP) and Limited English proficiency plan (LEP). Member Cherry seconded the motion.

**VOTE ON MOTION**

The vote on the motion was unanimous.

**10. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF THE DRAFT NOTICE OF REQUEST FOR PROPOSALS FOR THE 2045 REGIONAL TRANSPORTATION PLAN**

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

Member Cherry suggested changing verbiage on page 9 from “will comprise” to “may comprise”, and inquired about adding a task to include the option for consultant to assist with grant processing. Mr. Bridges suggested designating Member Bull as the representative from the Ecosystem Connectivity and Mitigation Advisory Committee (EMAC) during the consultant selection process.

Mr. Bridges reviewed the schedule, and explained that upon Executive Board approval, the RFP could be advertised on June 21. Committee suggested changing date in which responses are reviewed and ranked to August 6. Chairman Davis noted that date on page 5 should be changed from “2013” to “2018”.

**MOTION**

Member Cherry motioned to recommend approval of the draft Notice of Request for Proposals for the 2045 Regional Transportation Plan with discussed changes. Member Gabiou seconded the motion.

**VOTE ON MOTION**

The vote on the motion was unanimous.

**11. ADJOURNMENT 10:15 AM**

***CYMPO endeavors to make all public meetings accessible to persons in need of foreign language assistance or with disabilities. Please call (928) 442-5730 or e-mail Allison.McCarthy@yavapai.us, 72 hours prior to the meeting to request a reasonable accommodation to participate in this meeting.***