



# MINUTES

---

**Technical Advisory Committee**  
**Thursday, September 6, 2018**  
**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	Norm Davis, Town of Prescott Valley
Vice-Chair	Ian Mattingly, City of Prescott
Member	Dan Cherry, Yavapai County
Member	Frank Marbury, Town of Chino Valley
Member	John Wennes, 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**

- 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.

### **3. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE JUNE 7, 2018 REGULAR MEETING MINUTES OF THE TECHNICAL ADVISORY COMMITTEE (TAC)**

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

#### **MOTION**

Member Cherry motioned to approve the June 7, 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**

Mr. Bridges explained interviews for position of Transportation Planner are scheduled for September 14. Explained that 100% plans were distributed for HSIP Phase IV Sign Project. Provided update on ADOT reclassification and rebalancing project and explained that ADOT is currently working through submitted comments.

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

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

**5. REVIEW, DISCUSSION AND POSSIBLE ACTION ON IGA WITH NAIPTA**

Mr. Bridges provided overview of IGA and explained the scope of the Transit Implementation Plan was approved in June.

**MOTION**

Member Cherry motioned to recommend approval of the IGA with NAIPTA. Member Roth seconded the motion.

**VOTE ON MOTION**

The vote on the motion was unanimous.

**6. REVIEW, DISCUSSION AND POSSIBLE ACTION ON NEW FUNDING ALLOCATION AND ON-CALL PROCUREMENT FOR CONSULTING SERVICES**

Mr. Bridges explained new funding allocation concept. Chairman Davis inquired about goal to keep STBGP funds for construction. Mr. Bridges explained the proposed concept places CYMPO in position to deliver projects should funding opportunities become available. Member Cherry suggested verbiage be included to allow member agencies to utilize contracts and also suggested selecting from list of multiple consultants rather than only one. Member Marbury agreed multiple consultants should be included on list to allow for availability of consultants at short notice and also suggested including optional grant writing.

**MOTION**

Member Marbury motioned to recommend approval of new funding allocation with discussed modifications to move SR69/169 Intersection Improvements to FY2020 on Project Assessments Concept List, and to recommend approval of the proposed on-call procurement concept for consulting services. Member Hanks seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**7. REVIEW, DISCUSSION AND POSSIBLE ACTION ON PROFESSIONAL SERVICES AGREEMENT WITH AECOM FOR THE 2045 REGIONAL TRANSPORTATION PLAN**

Mr. Bridges explained Professional Services Agreement was assembled with scope provided by AECOM. Kate Bondy, with AECOM, confirmed grant writing was omitted to allow more funding for the study itself. Mr. Bridges reviewed comments provided by Boyd Robertson with the Town of Prescott Valley. Ms. Bondy inquired about TAC's desire to include additional public involvement. Member Cherry suggested including more detail regarding public engagement in scope. Member Marbury suggested

combining visionary statement of TAC and Executive Board into one statement. Vice-Chair Mattingly agreed grant writing assistance should not be included in the study.

**MOTION**

Member Cherry motioned to recommend approval of the Professional Services Agreement with AECOM for the 2045 Regional Transportation Plan with discussed changes to include additional public involvement opportunities, combine TAC and Executive Board visionary statements, and remove grant writing assistance, with updated copy of scope distributed to TAC prior to the next Executive Board meeting. Member Marbury seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**8. ADJOURNMENT 9:45 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](mailto:Allison.McCarthy@yavapai.us), **72 hours** prior to the meeting to request a reasonable accommodation to participate in this meeting.*