



SPECIAL MEETING MINUTES

**Technical Advisory Committee
Monday, March 18, 2019
1:00 P.M.**

**Yavapai County Development Services
Training Room
1120 Commerce Drive
Prescott, AZ 86301**

CYMPO Technical Advisory Committee

Chair	Ian Mattingly, City of Prescott
Vice-Chair	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
Member	Norm Davis, Town of Prescott Valley

1. CALL TO ORDER AND ROLL CALL

Member Davis absent. Proxy Robertson present.
Via telephone: Vice-Chair Cherry, Member Wennes, Member Bull

- 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 MARCH 7, 2019 REGULAR MEETING MINUTES OF THE TECHNICAL ADVISORY COMMITTEE (TAC)

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

MOTION

Member Roth motioned to approve the March 7, 2019 regular meeting minutes of the Technical Advisory Committee. Member Hanks seconded the motion.

VOTE ON THE MOTION

The vote on the motion was unanimous.

4. DISCUSSION, REVIEW AND POSSIBLE ACTION TO RECOMMEND AMENDMENTS TO THE FY19 UPWP AND FY19-23 MTIP

*Chris Bridges, CYMPO Administrator
(Task #101 & #200)*

Mr. Bridges explained urgency of need for pavement preservation project on SR89 south of Phippen roundabout to Willow Lake Road prior to monsoon season. Explained CYMPO could potentially contribute up to \$430,000 total from FY20 and FY22 into FY19 as a HURF Exchange project. Explained that \$350,000 could then be credited back to CYMPO by ADOT in the form of the SR89 Road 1 North Traffic Signal in FY20, reducing CYMPO's required contribution to the project from \$535,000 to \$185,000.

Chairman Mattingly requested clarification of where the \$350,000 credit from ADOT will come. Mr. Stump, ADOT Northwest District Engineer, explained adjustments to the design will allow for credit of \$350,000 to CYMPO in FY20.

Craig Dotseth, City of Prescott Public Works Director, suggested utilizing \$350,000 from CYMPO for the SR89 Pavement Preservation project, and the remaining \$80,000 be kept within CYMPO.

Vice-Chair Cherry inquired if CYMPO would be required to fund the 10% loss as part of HURF Swap. Mr. Bridges confirmed yes, the \$350,000 CYMPO contribution would become \$315,000 after 10% removed. Mr. Dotseth confirmed that City of Prescott would make up the 10% loss from HURF Swap. Vice-Chair Cherry confirmed contribution from Yavapai County would be \$250,000.

Mr. Bridges explained urgency of processing Joint Project Agreement (JPA) and HURF Exchange as quickly as possible to begin project prior to monsoon season. Tricia Lewis, ADOT LPA, explained need for collaborative effort to move project quickly through JPA process.

Mr. Stump explained by reprogramming CYMPO funds this way, money is being kept locally so that no other jurisdictions are burdened with providing funds to meet the 50% match required for the SR89 Road 1 North Traffic Signal.

Mr. Bridges explained Sierra Vista MPO has agreed to loan CYMPO \$10,000 FY19 STBG dollars to fund the Distracted Driving Education Campaign during the months of March through June 2019. CYMPO will repay the funds in FY20.

Mr. Bridges reviewed Work Program amendment to reallocate budgeted 5310 funds to eliminate cash match due from member agencies. Explained ADOT transit is no longer accepting in-kind contributions outside of volunteer time for 5310 in-kind match due to information that was inputted in the 2018 5310 grant application.

Chairman Mattingly clarified that adjustments to proposed actions include: CYMPO contribution to SR89 Pavement Preservation project is \$350,000 instead of \$430,000, and CYMPO contribution to SR89 Road 1 North Traffic Signal is \$185,000 instead of \$180,000.

MOTION

Member Marbury motioned to approve amendments to FY19 UPWP and FY19-23 MTIP as presented with discussed changes to make CYMPO's contribution to SR89 Pavement Preservation project \$350,000 instead of \$430,000, and CYMPO's contribution to SR89 Road 1 North Traffic Signal \$185,000 instead of \$180,000. Member Roth seconded the motion.

VOTE

The vote on the motion was unanimous.

5. DISCUSSION AND REVIEW OF THE FY 2020-2021 DRAFT UNIFIED PLANNING WORK PROGRAM (UPWP)

*Chris Bridges, CYMPO Administrator
(Task #101)*

Mr. Bridges explained CYMPO originally applied for 5310 funds to free up PL and SPR funds to conduct SR89A Corridor Study. Explained 5310 funds not necessarily needed by CYMPO, however potential partnerships exist for CYMPO to contribute 5310 funds. CYMPO would serve as pass-through of funds to Maricopa Association of Governments (MAG) which has applied for grant from Weinberg Foundation. If awarded, MAG has asked that CYMPO partner and contribute \$50,000 annually for two years. Mr. Bridges explained that \$40,000 of 5310 will be potentially passed through to NACOG for partnership to hire part time mobility management staff in Prescott region.

Reviewed added Transportation Education Task.

Mr. Bridges explained purchase of Facebook boost for CYMPOengage.org website. Explained CYMPO attorney currently working with Sally Palmer, ADOT Contracts Program Manager, to complete draft of On-Call Procurement contract.

6. DISCUSSION AND REVIEW OF THE 2020-2024 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP)

*Chris Bridges, CYMPO Administrator
(Task #200)*

Mr. Bridges explained draft will be modified prior to next TAC meeting to reflect amendment approved to FY19-23 MTIP.

7. ADJOURNMENT 2:00 PM

MOTION

Member Marbury motioned to adjourn. Member Hanks seconded the motion.

VOTE

The vote on the motion was unanimous.

*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.*

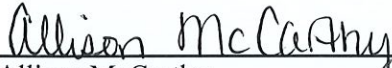
Technical Advisory Committee – **Special Meeting Minutes**

March 18, 2019

Page 4 of 4



Ian Mattingly, Chair
CYMPO Technical Advisory Committee
Dated: April 22, 2019



Allison McCarthy,
CYMPO Accounting Specialist
Dated: April 22, 2019