



MINUTES

**Technical Advisory Committee
Thursday September 5, 2019
8:00 A.M.**

**Prescott Valley Library Crystal Room
7401 East Skoog Blvd. 3rd Floor
Prescott Valley, AZ 86314**

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	Prescott National Forest – U. S. Forest Service - VACANT
Member	Ed Hanks, Town of Dewey-Humboldt
Member	Norm Davis, Town of Prescott Valley

1. CALL TO ORDER AND ROLL CALL

No representation from Prescott National Forest was present. All other members present.

- 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 6, 2019 REGULAR MEETING MINUTES OF THE TECHNICAL ADVISORY COMMITTEE (TAC)

*Chris Bridges, CYMPO Administrator
(Task #100)*

MOTION

Member Roth Motioned to approve the June 6, 2019, TAC Meeting Minutes. Vice-Chair Cherry seconded the motion.

VOTE

The vote on the motion was unanimous.

4. AGENCY ANNOUNCEMENTS AND UPDATES

Agency updates were provided by the following agencies:

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

Mr. Bridges reminded TAC to register for Rural Transportation Summit.
Mark Henige, Program Manager for ADOT LPA, provided updates pertaining to ADOT LPA.

5. REVIEW, DISCUSSION AND POSSIBLE ACTION TO CONTINUE MS. TAMMY DEWITT'S MEMBERSHIP ON THE ECOSYSTEM CONNECTIVITY MITIGATION ADVISORY COMMITTEE (EMAC)

Chris Bridges, CYMPO Administrator
(Task #100)

Mr. Bridges explained Ms. DeWitt has recently accepted a position as Community Planner for the City of Prescott and has left her role as Senior Planner with Yavapai County Development Services. Because EMAC is a sub-committee of the TAC, it is the TAC's responsibility to determine the membership of the EMAC. Mr. Bridges also noted the CYMPO bylaws do not require members to be a part of any specific political subdivision of the State.

MOTION

Member Davis motioned to approve Ms. Tammy DeWitt to continue her position as Chair of the Ecosystem Connectivity Mitigation Advisory Committee. Member Hanks seconded the motion.

VOTE

The vote on the motion was unanimous.

6. DISCUSSION AND POSSIBLE ACTION TO RECOMMEND WILDLIFE CONNECTIVITY AND COLLISION MITIGATION OPTIONS FOR HIGHWAY 69-WIDENING DESIGN PROJECT

Report from EMAC
(Task #200)

Mr. Bridges explained the EMAC has held several meetings to discuss wildlife connectivity options for the SR69 widening design project.

Ms. DeWitt, Chair of the EMAC, provided presentation to the TAC, and explained that the Prescott Circle Trail and Sun Corridor Trail will both use the culvert beneath SR69 as part of the trail routes. Ms. DeWitt reviewed the suggested changes to the existing culvert as recommended by AZ Game & Fish to improve wildlife connectivity.

Ms. DeWitt also reviewed potential funding opportunities for expansion of the existing culvert and explained the recommendation from the EMAC is to explore funding opportunities for an underpass that meets the AZ Game & Fish standards.

Mr. Harmonick explained the EMAC does not see signage as a viable mitigation option, as it has proven to be ineffective in reducing collisions. Member Roth explained the estimated cost to expand the culvert to Game & Fish standards is \$4 million, and also noted that ADOT would be required to keep 4 lanes of traffic open at all times during construction.

Mr. Bridges explained the project is scheduled to go to bid in fiscal year 2021 and the total project construction budget is \$8.7 million. Also noted there are only 9 months remaining in the design process and that funding for the culvert would need to be available in coming weeks to be included in the design phase.

Member Marbury inquired if it would be effective to expand the portions of the culvert that are being extended as part of the widening of SR69, with intentions of a future project to expand the existing culvert at a later time. Member Roth explained it would not be possible to keep 4 lanes of traffic open to expand the existing culvert.

Mr. Dotseth, Public Works Director for the City of Prescott, noted the land on either side of the culvert is State Land, and there is possibility the land could be sold and developed. Ms. DeWitt clarified that a 20-foot easement on either side would be preserved with the anticipated trails systems.

Chairman Mattingly suggested the EMAC present this information to the CYMPO Executive Board.

7. REVIEW, DISCUSSION AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF AMENDMENTS TO FY20-24 MTIP

*Chris Bridges, CYMPO Administrator
(Task #100)*

Mr. Bridges noted that the ADOT funding contribution to the SR69 Safety and Capacity Improvements project needs to be included in the CYMPO FY20-24 MTIP. Mr. Bridges also explained that due to the reclassification of the CYMPO Transportation Planner salary performed two years ago, during the same time Yavapai County performed a reclassification of salaries, this resulted in an increase in the salary of the Transportation Planner by a full range. Also noted staff overlap during transition of Accounting Specialist contributed to additional Administrative expenses. Mr. Bridges explained that FY19 SPR funds were moved from the 2045 Regional Transportation Plan to cover the additional unforeseen Administrative costs in the amount of \$20,000.

Mr. Bridges explained CYMPO's recommendation is to move \$20,000 of FY20 STBG funds from the Transportation Education project to replenish the 2045 Regional Transportation Plan (RTP).

Vice-Chair Cherry inquired if funding has been allocated to Transportation Education in future years. Mr. Bridges confirmed yes.

Member Davis noted support for moving funds from Transportation Education to the 2045 RTP.

Mr. Bridges also noted that final 5310 awards have been posted by ADOT, and the actual award amounts must be added to the FY20-24 MTIP.

MOTION

Vice-Chair Cherry motioned to recommend approval of amendments to move \$20,000 of FY20 STBG from Transportation Education to the 2045 Regional Transportation Plan, updating of 5310 awards, and ADOT contributions to the SR69 Safety and Capacity Improvements in the FY 20-24 MTIP. Member Hanks seconded the motion.

VOTE

The vote on the motion was unanimous.

8. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING IMPLICATIONS OF TRANSIT GOVERNANCE AS IT RELATES TO CYMPO

*Chris Bridges, CYMPO Administrator
(Task #100)*

Mr. Bridges provided overview of current transit governance options including a Regional Transportation Authority (RTA), Joint Power Organization (JPO), and CYMPO boundary expansion. Mr. Bridges noted there will be an official recommendation for governance structure from the Transit Implementation Plan Update (TriP), anticipated to be completed in early 2020.

Mr. Wennes noted that the JPO seemed like the most realistic approach at this time. Vice-Chair Cherry noted the likely lack of support for an RTA from the Yavapai County Board of Supervisors. Vice-Chair Cherry also explained the difference in approach for programming funding in East Yavapai County compared to CYMPO, and noted this could create obstacles for the potential of a county-wide MPO.

Mr. Bridges explained that an IPTA has been the most widely well-received governance option among transit stakeholders. Noted the possibility to pursue a revision to state legislation to allow counties with a population above 200,000 to form an IPTA.

Chairman Mattingly suggested including the details of various governance structures as an appendix of the TriP study.

Member Davis noted the importance of technical memos from Nelson Nygaard to provide the full extent of research that may affect the governance recommendation.

Chairman Mattingly inquired about how to move forward once a recommendation is made. Mr. Bridges explained a final recommendation will be made by Nelson Nygaard with the help of stakeholder input. The recommendation would then go to member agency's councils and boards for approval to participate.

Mr. Bridges explained that no recommendation is required from the TAC at this time, and that the material provided is for informational purposes only.

9. REVIEW, DISCUSSION AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF REQUEST FOR QUALIFICATIONS FOR FY 2020 CYMPO REGIONAL PROFESSIONAL SERVICES ON-CALL

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

Mr. Bridges explained a 0.00% DBE goal has been assigned to the project as a whole, and the CYMPO attorney has reviewed and approved the presented draft. Noted that any comments from consultant attorneys regarding the contract will not be considered in order to avoid extensive time delays. Mr. Bridges also noted that verbiage will be modified to read “any work performed will become property of the COG or MPO conducting the study”.

Mr. Bridges suggested advertising the Request for Qualifications on September 19 and requesting submittals the week prior to Rural Summit. Member Davis suggested modifying the due date to November to allow more time for consultants to create submittals.

Member Davis suggested using bullet points instead of numbering in the sample project list to avoid confusion with ranking. Member Davis also requested the addition of the Glassford Hill ITS project and “Other regional roads/corridors as identified” to the sample project list.

MOTION

Member Davis motioned to recommend approval of the Request for Qualifications for FY 2020 Regional Professional Services On-Call with comments as noted in discussion:

- Inclusion of bullet points in sample project list
- Inclusion of Glassford Hill ITS project
- Modification of verbiage to indicate any work performed will become property of the COG or MPO conducting the study
- Change RFQ submittal due date to November 1st, with November 7 TAC meeting to review submittals

Member Marbury seconded the motion.

VOTE

The vote on the motion was unanimous.

10. ADJOURNMENT 10:20AM

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.



Ian Mattingly, Chair
CYMPO Technical Advisory Committee
Dated: November 7, 2019



Allison McCarthy,
CYMPO Accounting Specialist
Dated: November 7, 2019