



MINUTES

**Technical Advisory Committee
Thursday November 7, 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 SEPTEMBER 5, 2019 REGULAR MEETING MINUTES OF THE TECHNICAL ADVISORY COMMITTEE (TAC)

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

MOTION

Member Davis motioned to approve the September 5, 2019 regular meeting minutes of the Technical Advisory Committee. Member Hanks seconded the motion.

VOTE

The vote on the motion was unanimous.

4. AGENCY ANNOUNCEMENTS AND UPDATES

Agency updates were provided by the following agencies:

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

- Mark Henige, ADOT LPA

Mr. Bridges noted the 2045 Regional Transportation Plan Workshop scheduled for November 21 in the Yavapai County Training Room. Also noted Nelson Nygaard anticipated to complete the final draft of Transit Implementation Plan by end of November.

5. DISCUSSION AND POSSIBLE ACTION TO HOLD ELECTION OF OFFICERS FOR TAC CHAIRMAN AND VICE-CHAIRMAN – POSITIONS ARE EFFECTIVE JANUARY 1, 2020

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

Mr. Bridges noted that if the same rotation is followed in 2020, Dan Cherry will be elected as Chair and Frank Marbury as Vice-Chair.

MOTION

Member Hanks motioned to nominate Vice-Chair Cherry as Chair of the Technical Advisory Committee in 2020, and Member Marbury as Vice-Chair. Member Davis seconded the motion.

VOTE

The vote on the motion was unanimous.

6. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE 2020 TAC MEETING SCHEDULE

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

Chairman Mattingly noted that the March date on the presented meeting schedule should be modified to March 5.

MOTION

Member Davis motioned to approve the presented 2020 Technical Advisory Meeting schedule with changes as noted. Member Hanks seconded the motion.

VOTE

The vote on the motion was unanimous.

7. DISCUSSION AND POSSIBLE ACTION TO APPOINT THE CHAIR AND VICE-CHAIR OF THE ECOSYSTEM CONNECTIVITY MITIGATION ADVISORY COMMITTEE (EMAC) – POSITIONS ARE EFFECTIVE JANUARY 1, 2020

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

Mr. Bridges explained that per the CYMPO bylaws, because the EMAC is a subcommittee established by the TAC, it is the TAC's responsibility to designate its Chair and Vice-Chair.

MOTION

Member Hanks motioned to keep EMAC Chair and Vice-Chair positions as-is for the year 2020. Member Roth seconded the motion.

VOTE

The vote on the motion was unanimous.

8. REVIEW, DISCUSSION AND POSSIBLE ACTION TO SELECT CONSULTANTS FROM FY 2020 CYMPO REGIONAL PROFESSIONAL SERVICES ON-CALL LIST AND RECOMMEND APPROVAL OF CONTRACTS

Chris Bridges, CYMPO Administrator

(Task #200)

Mr. Bridges reviewed On-Call Statements of Qualifications (SOQs). Noted that CYMPO staff was notified on October 31 that the On-Call Request for Qualifications (RFQ) must include the total dollar amount of the entire contract in the RFQ solicitation. In response, an addendum has been issued notifying consultants of this added language. Consultants will be given until November 15 to submit, make changes, or withdraw their submittals.

Member Davis inquired about timeline of projects listed in the CYMPO Metropolitan Transportation Improvement Program for FY20, once a list of consultants has been selected. Mr. Bridges explained that upon Executive Board approval on November 20, Task Orders can be distributed November 21. Mr. Bridges suggested preparing scopes for 15% Project Assessments for the projects in FY2020 MTIP.

MOTION

Member Davis motioned to accept all 20 Statements of Qualifications, and any additional submittals received up until the November 15 addendum deadline, to be included in the FY 2020 CYMPO Regional Professional Services On-Call list, and authorize CYMPO Administrator to develop Project Assessment scopes for the SR69/169 intersection and the SR89A/Robert Road intersection for Board consideration.

Member Wennes seconded the motion.

VOTE

The vote on the motion was unanimous.

9. ADJOURNMENT 9:30AM

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.