



MEETING MINUTES

Technical Advisory Committee (TAC)
Regular Meeting

Thursday, May 6, 2021
8:00 AM – Online ONLY

Members of the Public may join the Zoom meeting as an “attende” by accessing:

https://us02web.zoom.us/webinar/register/WN_DUlyEvg2Q8iWiOchxbo_Hw,

or may view the live stream of the meeting on the CYMPO YouTube page at:

<https://www.youtube.com/playlist?list=PLUXH6D19fFNp9wnPVRNoMjPeW8hVlyqg-> or Google “CYMPO YouTube Page”

CYMPO Technical Advisory Committee

Chair	Frank Marbury, Town of Chino Valley
Vice-Chair	Norm Davis, Town of Prescott Valley
Member	John Hughes, Town of Dewey-Humboldt
Member	Ian Mattingly, City of Prescott
Member	Dan Cherry, Yavapai County
Member	Myrna Bondoc, ADOT MPD
Member	John Litterer, ADOT Northwest District
Member	Prescott National Forest – U. S. Forest Service - VACANT

1. CALL TO ORDER AND ROLL CALL

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

2. TITLE VI POLICY AND MEETING PROCEDURES

*Allison McCarthy, CYMPO Accounting Specialist
(Task #100)*

CYMPO complies with Title VI of the Civil Rights Act of 1964 and related Nondiscrimination statutes and regulations in all programs and activities. Members of the public may review the CYMPO Title VI Plan, and submit a Self-Identification survey by accessing the CYMPO website.

A reminder to those attending the meeting, please keep your line on mute until you wish to speak.

This meeting is available for public viewing on the CYMPO YouTube page.

- ### 3. 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.

Instructions for virtual meeting: Those who wish to participate in the CYMPO Executive Board meeting can access the meeting by using the Zoom Webinar link at https://us02web.zoom.us/webinar/register/WN_DUlyEvg2Q8iWiOchxbo_Hw. Since this is a virtual conference meeting everyone will be muted when they call into the meeting. Attendees may type comments in the “Q&A” feature or use the “Raise My Hand” feature to request to make a verbal comment.

4. ADMINISTRATOR UPDATE

Vincent Gallegos, CYMPO Administrator

Mr. Gallegos explained that a one-time funding for transportation in greater Arizona is still expected, and currently \$4 million is expected to become available to CYMPO.

5. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE APRIL 8, 2021 SPECIAL MEETING MINUTES OF THE TECHNICAL ADVISORY COMMITTEE (TAC)

Allison McCarthy, CYMPO Accounting Specialist

(Task #100)

MOTION

Member Cherry motioned to approve the April 8, 2021 Special Meeting minutes of the Technical Advisory Committee. Chairman Marbury seconded the motion.

VOTE

The vote on the motion was unanimous.

6. RURAL TRANSPORTATION ADVOCACY COUNCIL (RTAC) UPDATE

Kevin Adam, RTAC

Mr. Adam explained there is a large potential for a lot of revenue to be directed toward infrastructure in the upcoming year. State revenue collections over the last year have grown at a healthy pace, and in addition, the state received federal relief funding in the amount of \$12.2 billion, when state budget is only \$11.8 billion. Explained that much of the surplus funding will be available as one-time funding and will likely be used for capital improvement projects. Mr. Adam also noted that the federal government is looking at a multi-trillion-dollar infrastructure bill.

Mr. Adam explained that the preference would be for any surplus funding to be directed into the HURF account so that it can be distributed through the existing prioritization process, however legislative preference has been to earmark the funds to specific projects. Explained that a list of transportation projects will be collectively provided on behalf of greater Arizona to legislature.

Member Cherry inquired if the infrastructure funding being considered at the federal level would be distributed more directly to cities and counties as opposed to working through the state. Mr. Adam explained an increase in funding across the board is expected. Explained the STBG model is currently being used and typically favors direct funding to major metropolitan planning areas.

Vice-Chair Davis suggested making a technical recommendation to the Executive Board for the use of the anticipated one-time funding. Member Cherry explained importance for CYMPO member agencies to be prepared for potential money coming through CYMPO. Mr. Gallegos explained that the SR69/SR169 intersection project was identified by the TAC as plan “A”, and any projects resulting from the SR89/SR89A On-Ramps study would be considered plan “B”.

7. UPDATE OF CRASH DATA ANALYSIS & HIGHWAY SAFETY IMPROVEMENT (HSIP) APPLICATIONS PROJECT

Vincent Gallegos, CYMPO Administrator

Mike Blankenship, Greenlight Traffic Engineering

(Task #201)

Mr. Gallegos introduced project manager, Mike Blankenship with Greenlight Traffic Engineering. Explained that as part of the project, three HSIP applications will be prepared on behalf of CYMPO, and member agencies may find opportunities to submit individual applications outside of CYMPO.

Mr. Blankenship provided an introduction to the HSIP process and reviewed potential projects that could score a competitive benefit/cost ratio. Noted that the lowest scoring project that was funded last year scored a 6.9 b/c ratio. Mr. Blankenship reviewed a list of projects that may score well for HSIP funding and are also included as priorities in CYMPO's 2045 Regional Transportation Plan. Explained that the maximum HSIP award amount is \$5 million.

Member Bondoc inquired about the possibility for combining HSIP funding with the anticipated one-time infrastructure funding to be able to leverage a larger project. Noted it could help to show additional "skin in the game" to be able to obtain additional one-time funding. Mr. Blankenship clarified that larger projects with higher costs tend to have lower cost/benefit ratios, but confirmed the approach to using HSIP funding to leverage a larger project could be used.

Member Cherry inquired about the possibility that other member agencies already have plans for projects that are included as potential HSIP projects. Mr. Blankenship clarified that the current HSIP application cycle is for funding in FY25/26. Member Mattingly inquired if HSIP funds are awarded for a project that is a part of a larger project being implemented by a local agency, will the project then be subject to federal requirements because HSIP funding is being utilized. Mr. Blankenship explained he would confirm with ADOT Safety, but suggested it could be possible that the HSIP portion and local portion of the project could be considered separate projects. Member Cherry noted that in that circumstance, the HSIP portion will be managed by ADOT as a separate project from the local portion.

Vice-Chair Davis noted that in the 2045 Regional Transportation Plan the Robert Road/SR89A intersection was the number one safety hotspot and suggested that it be evaluated for potential HSIP opportunities. Mr. Blankenship explained that HSIP applications must use crash data within the last 5 years, and believes that a few of the crashes occurred prior to the five-year cutoff. Mr. Blankenship explained there is a possibility crash data may not have been included in the ADOT crash data system, but will look to incorporate that data. Vice-Chair Davis also inquired if crashes involving impairment are equally considered in the HSIP evaluation. Mr. Blankenship confirmed that ADOT does include crashes involving impairment when evaluating HSIP applications.

Mr. Gallegos explained that the purpose of today's discussion is to provide information to Mr. Blankenship to then come back in June with updated information.

Mr. Henige, with ADOT Local Public Agency, provided written comment to remind the TAC to consider cost estimates for FY25 and FY26. Mr. Blankenship clarified that if a local agency is awarded an HSIP project, that local agency will be responsible for any cost overruns for that project.

8. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL FOR ADDITIONAL FUNDING FOR THE STATE ROUTE 69 SAFETY AND CAPACITY IMPROVEMENT PROJECT, AND SUBSEQUENT AMENDMENTS TO THE FY20-21 UNIFIED PLANNING WORK PROGRAM (UPWP) AND FY20-24 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP)

*Vincent Gallegos, CYMPO Administrator
(Task #100)*

Mr. Gallegos suggested that the agenda item be withdrawn. Explained that ADOT needs more time for additional discussions regarding cost overruns for the SR69 widening project.

MOTION

Member Hughes motioned to table the item until the June TAC meeting. Member Cherry seconded the motion.

VOTE

The vote on the motion is unanimous.

9. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND CYMPO ADOPT ADOT’S TRANSIT ASSET MANAGEMENT (TAM) PLAN PERFORMANCE MEASURES

*Vincent Gallegos, CYMPO Administrator
(Task #100)*

Mr. Gallegos reviewed the Transit Asset Management (TAM) Plan performance measures and explained that as a recipient of FTA funds, CYMPO must adopt ADOT’s TAM Plan performance measures.

MOTION

Member Hughes motioned to recommend CYMPO adopt ADOT’s Transit Asset Management (TAM) Plan. Vice-Chair Davis seconded the motion.

VOTE

The vote on the motion is unanimous.

10. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF THE FY 2022-2023 UNIFIED PLANNING WORK PROGRAM (UPWP)

*Vincent Gallegos, CYMPO Administrator
(Task #100)*

Mr. Gallegos reviewed modifications that were made since the TAC’s last review of the FY22-23 UPWP. Vice-Chair Davis requested clarification that the study update for Great Western Corridor is programmed for FY22. Mr. Gallegos confirmed that the study is programmed for FY22, but that further discussions will take place at an upcoming board retreat to further determine priorities for upcoming fiscal years.

MOTION

Member Hughes motioned to recommend approval of the FY2022-2023 Unified Planning Work Program with changes made as of May 6, 2021. Member Mattingly seconded the motion.

VOTE

The vote on the motion is unanimous.

11. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO APPROVE ISSUING A REQUEST FOR QUALIFICATIONS (RFQ) FOR THE SR89 TO SR89A ON-RAMPS ALTERNATIVES SELECTION REPORT (ASR)

*Daniel Harmonick, CYMPO Transportation Planner
(Task #200)*

Mr. Harmonick noted modifications made since the TAC’s last review of the draft RFQ. Noted that the solicitation would be distributed to every consultant included on the CYMPO On-Call list. Mr. Harmonick inquired if the TAC agreed that 5-page submittals would be adequate. Member Cherry suggested that 5-page submittals are sufficient considering the solicitation will be distributed to 20 firms. Vice-Chair Davis suggested disclosing the total budget for project to consultants. Member Bondoc noted

that disclosing the budgeted amount in the RFQ itself could raise an issue with the ADOT contract process. Mr. Gallegos noted that language could be added to the RFQ to indicate that the budget is established in the Transportation Improvement Program (TIP).

Vice-Chair Davis inquired if ADOT has approved the scope of work. Mr. Harmonick confirmed, yes.

MOTION

Member Cherry motioned to approve the issuing of the Request for Qualifications for the SR89 to SR89A On-Ramps Alternatives Selection Report, including language to indicate that the project budget is indicated in the Transportation Improvement Program. Member Hughes seconded the motion.

VOTE

The vote on the motion is unanimous.

12. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL TO POST THE PUBLIC INVOLVEMENT PLAN (PIP) FOR PUBLIC COMMENT

*Daniel Harmonick, CYMPO Transportation Planner
(Task #100)*

Mr. Harmonick explained that the Public Involvement Plan is part of the Title VI Plan, and is for the purpose of outlining the process by which the public can be involved in CYMPO's planning activities. Noted that with the TAC and Board's approval, the plan will be posted for a 45-day public comment period.

MOTION

Member Hughes motioned to recommend approval to post the Public Involvement Plan for public comment. Chairman Marbury seconded the motion.

VOTE

The vote on the motion was unanimous.

13. MOBILITY MANAGEMENT/ TRANSIT UPDATE

Vincent Gallegos, CYMPO Administrator

Mr. Gallegos explained that the Town of Prescott Valley has hired a Transit Development Coordinator, Pedro Rodriguez. Vice-Chair Davis noted that Pedro and the Town of Prescott Valley will be pursuing a Designated Recipient status to receive CARES Act funding and to distribute a Request for Proposals for Micro Transit services.

14. ADOT LOCAL PUBLIC AGENCY (LPA) UPDATE

Mark Henige, ADOT LPA

Mr. Henige notified the TAC of upcoming trainings being provided by ADOT Local Public Agency (LPA) regarding the federal aid process. Noted that comments have been made for the MUTCD changes, and will provide for distribution to the TAC. Explained that the ADOT Roadway Design Guidelines manual has been updated. Also noted that the ADOT Standard Specifications Book has been updated and is effective July 2021. Noted that the next Everyday Counts meeting will occur in June.

15. ADOT NORTHWEST DISTRICT OFFICE REPORT

John Litteer, ADOT Northwest District

Mr. Litteer explained that the SR69 Widening project is currently in stage three of design. Noted that the SR89/Road 1 North Traffic Signal project has begun construction. Noted that ADOT has an upcoming surface treatment project on SR89 between Paulden and the Hell Canyon Bridge, and construction is anticipated to begin this Summer.

16. ADOT MULTIMODAL PLANNING DIVISION (MPD) UPDATE

Myrna Bondoc, ADOT MPD

Ms. Bondoc noted that the UPWP agreements are being distributed via DocuSign, and is due to ADOT on May 24th.

17. AGENCY ANNOUCEMENTS AND UPDATES

Updates were provided by the following agencies:

- Frank Marbury, Town of Chino Valley
- John Hughes, Town of Dewey-Humboldt
- Ian Mattingly, City of Prescott
- Dan Cherry, Yavapai County

18. ADJOURNMENT 10:20AM

CYMPO endeavors to make all public meetings accessible to persons in need of foreign language assistance or with disabilities. However, during these trying times, the accommodations we can provide are limited. Please e-mail Allison.McCarthy@yavapai.us, 72 hours prior to the meeting to request a reasonable accommodation to participate in this meeting.