



# ***SPECIAL MEETING MINUTES***

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**Technical Advisory Committee (TAC)  
Regular Meeting**

**Zoom Webinar  
Tuesday September 7, 2021  
9:00 AM**

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

***[https://us02web.zoom.us/webinar/register/WN\\_rAybBqcSQ7ekhwNBhoqy1A](https://us02web.zoom.us/webinar/register/WN_rAybBqcSQ7ekhwNBhoqy1A),***

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## **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 Litteer, ADOT Northwest District
Member	Prescott National Forest – U. S. Forest Service - VACANT

### **1. CALL TO ORDER AND ROLL CALL**

Chairman Marbury absent. No representation from the Prescott National Forest was 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 TAC meeting can access the meeting by using the Zoom Webinar link*

***[https://us02web.zoom.us/webinar/register/WN\\_rAybBqcSQ7ekhwNBhoqy1A](https://us02web.zoom.us/webinar/register/WN_rAybBqcSQ7ekhwNBhoqy1A). 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. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE AUGUST 5, 2021 REGULAR MEETING MINUTES OF THE TECHNICAL ADVISORY COMMITTEE (TAC)**

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

**MOTION**

Member Hughes motioned to approve the August 5, 2021 regular meeting Minutes of the Technical Advisory Committee. Member Cherry seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**5. EXECUTIVE DIRECTOR’S UPDATE**

*Vincent Gallegos, CYMPO Executive Director*

Mr. Gallegos noted that he attended the 2021 League Annual Conference last week.

**6. MOBILITY MANAGEMENT/ TRANSIT UPDATE**

*Vincent Gallegos, CYMPO Executive Director*

Mr. Gallegos reported that the position for a Transit Planner has been posted.

Vice-Chair Davis reported that the Town of Prescott Valley is preparing to issue a Request for Proposals to hire a Micro Transit Service company.

**7. RURAL TRANSPORTATION ADVOCACY COUNCIL UPDATE**

*Kevin Adam, RTAC*

Mr. Adam explained that federal legislation is close to approving an infrastructure bill expected to increase infrastructure funding significantly, and also renewing the 5-year reauthorization of federal transportation programs. A boost of approximately \$21 billion to competitive grant programs is also expected.

**8. FEDERAL AND STATE UPDATES**

A) ADOT Local Public Agency (LPA) Update - *Mark Henige, ADOT LPA*

Mr. Henige noted that the next LPA training to be held is titled, “Other Federal Requirements”, and noted that the next Every Day Counts meeting will be held September 9<sup>th</sup> and will include topics covering pre-scoping meetings with ADOT project managers. In November, ADOT will conduct call for off system bridge projects.

B) ADOT Northwest District Office Report - *John Litteer, ADOT Northwest District*

Mr. Litteer noted that the SR89/Road 1 North Traffic Signal project is under construction. The SR89 in Paulden to Hell Canyon surface treatment is under construction. The Spring Lane traffic signal has been installed. The SR69 widening project between Prescott Lakes Parkway and Heather Heights in stage 4 of design. Noted that the planned roundabout at SR69/SR169 has been programmed with District Minor funding. Noted a pavement preservation project, using CARES Act funding, will be implemented on SR69 from Big Bug Bridge to Poland Junction. Also noted the state legislative pavement preservation project on SR69 from Truwood Drive to Stoneridge is currently in the scoping process.

C) ADOT Multimodal Planning Division (MPD) Update - *Myrna Bondoc, ADOT MPD*

Ms. Bondoc noted that the Highway Safety Improvement Program (HSIP) call for projects is tentatively expected for January 2022. Also noted that ADOT MPD is conducting two studies: 1) Statewide Sign Structure Study, 2) Statewide Rest Area Study. Also noted that the fiscal years 22-26 State Transportation Improvement Program (STIP) will be submitted to the Federal Highway Administration (FHWA) for approval in October 2021.

**9. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF THE NEW SERVICE PLANNING INTERGOVERNMENTAL AGREEMENT (IGA) WITH NORTHERN ARIZONA COUNCIL OF GOVERNMENTS (NACOG)**

*Vincent Gallegos, CYMPO Executive Director*  
(Task #400)

Mr. Gallegos explained that since 2019, NACOG has performed Mobility Management activities on behalf of CYMPO per the existing Service Planning IGA. Noted that CYMPO is looking to regain the Mobility Management responsibilities in light of the efforts of the Town of Prescott Valley to implement a Micro Transit System, and the anticipated additional transit funding coming from the federal infrastructure bill. Explained that presented agreement will essentially reverse the arrangement of the existing agreement.

**MOTION**

Member Hughes motioned to recommend approval of the new Service Planning Intergovernmental Agreement (IGA) with Northern Arizona Council of Governments (NACOG). Member Mattingly seconded the motion.

**VOTE**

The vote of the motion was unanimous.

**10. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF RESOLUTION #2021-01 FOR THE RURAL TRANSPORTATION ADVOCACY COUNCIL (RTAC)**

*Vincent Gallegos, CYMPO Executive Director*  
(Task #100)

Mr. Gallegos explained that the presented resolution outlines CYMPO's support for RTAC's pursuit of \$50 million for infrastructure improvements in Greater Arizona.

**MOTION**

Member Cherry motioned to recommend approval of Resolution #2021-01 for the Rural Transportation Advocacy Council (RTAC). Member Hughes seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**11. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF RTAC PRIORITY PROJECTS FOR CYMPO REGION**

*Vincent Gallegos, CYMPO Executive Director*  
*Daniel Harmonick, Transportation Planner*  
(Task #200)

Mr. Gallegos explained that if the \$50 million of infrastructure funding that RTAC is pursuing for Greater Arizona is awarded, it would be distributed to Metropolitan Planning Organizations (MPOs) and Councils of Governments (COGs) based upon population. Using this method, CYMPO could anticipate receiving approximately \$3.85 million in one-time funding. Mr. Gallegos presented a proposed list of projects including: 1) SR89/SR89A On-Ramps Improvements - \$2,000,000, 2) Sundog Connector Design - \$1,000,000, 3) SR69 Urbanized Corridor Master Plan - \$450,000, and 4) SR69/169 Roundabout (contribution to ADOT project) - \$400,488.

Vice-Chair Davis suggested organizing the list of selected projects by level of priority.

Member Cherry suggested moving \$500,000 from the SR89/SR89A On-Ramps Improvements project to the Sundog Connector Design project, for a total allocation of \$1,500,000 for each project.

Member Bondoc inquired where the additional \$1.5 million that is needed to fund the design of the Sundog Connector project would come from. Mr. Gallegos explained that CYMPO would look to the City of Prescott, Town of Prescott Valley, and Yavapai County to contribute the remaining \$1.5 million needed.

Member Mattingly noted support to increase the CYMPO contribution to the Sundog Connector to \$1.5 million.

#### **MOTION**

Member Cherry motioned to recommend approval of the RTAC Rural Regional Priority Projects List for the CYMPO region, with the following changes:

- Reduce the list to 3 projects
- Move \$450,000 from the SR69 Urbanized Corridor Master Plan to the Sundog Connector project to the Sundog Connector Design project
- Prioritize the remaining projects in the following order:
  - 1) SR89/SR89A On-Ramps Improvements - \$2,000,000
  - 2) Sundog Connector Design - \$1,450,000
  - 3) SR69/169 Roundabout (contribution to ADOT project) - \$400,488

Member Mattingly seconded the motion.

#### **VOTE**

The vote on the motion was unanimous.

## **12. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL TO POST THE DRAFT FY22-26 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP) FOR PUBLIC COMMENT**

*Vincent Gallegos, CYMPO Executive Director  
(Task #100)*

Mr. Gallegos explained that the FY22-26 MTIP has been developed based on the information gathered at the Board Retreat held on August 11<sup>th</sup>. Mr. Gallegos reviewed projects programmed in FY22, and noted that funding in the amount of \$350,000 has been programmed in FY22 and FY24 to the “Payback to ADOT for SR89 Pavement Preservation HURF Exchange” project. Mr. Gallegos explained that it has recently been brought to CYMPO’s attention that funds in the amount of \$260,000, which were originally set to be paid back to ADOT in FY20 as part of the arrangement with ADOT and the City of Prescott for the SR89 Pavement Preservation project, were not repaid through ADOT’s loan process. In working with

ADOT Finance, CYMPO staff has identified a way to repay \$144,000 in FY22 and \$206,000 in FY24 to satisfy the loan of \$350,000 with ADOT.

Vice-Chair Davis suggested including project limits to projects listed in the MTIP.

Mr. Gallegos reviewed transit-related funding, and noted that should additional transit funding become available, CYMPO will look to program funds for an Active Transportation Plan. Also noted that CARES Act funding and apportioned 5307 funding will need to be added to the MTIP.

**MOTION**

Member Cherry motioned to recommend approval to post the draft FY22-26 Metropolitan Transportation Improvement Program for public comment, with the changes note. Member Hughes seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**13. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND AMENDMENT TO THE FY22-23 UNIFIED PLANNING WORK PROGRAM (UPWP)**

*Vincent Gallegos, CYMPO Executive Director  
(Task #100)*

Mr. Gallegos noted reorganization of job titles for staff and additional Transit Planner.

Ms. McCarthy reviewed various modifications made to reflect the new draft FY22-26 MTIP.

**MOTION**

Member Cherry motioned to approve the FY22-23 Unified Planning Work Program as presented. Member Hughes seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**14. REVIEW AND DISCUSSION OF SCOPE OF WORK FOR THE SUNDOG CONNECTOR DESIGN CONCEPT REPORT AND ENVIRONMENTAL DESIGN PROJECT**

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

Mr. Harmonick explained that the presented scope of work is being presented to the TAC for preliminary review for the Sundog Connector Design Concept Report and Environmental Overview project.

Vice-Chair Davis suggested that the scope of work be reviewed by ADOT.

**15. AGENCY ANNOUNCEMENTS AND UPDATES**

No discussion was held for this item.

**16. FUTURE ITEMS FOR AGENDA**

No items were provided.

**17. ADJOURNMENT**

**MOTION**

Member Hughes motioned to adjourn the meeting. Member Cherry seconded the motion.

**VOTE**

The vote on the motion was unanimous.

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