



# MEETING MINUTES

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Technical Advisory Committee (TAC)  
Regular Meeting  
Thursday, August 4, 2022  
**1:00 PM**

Hybrid (In-Person and Virtual)  
Yavapai County Public Works  
Conference Room B  
1100 Commerce Drive, Prescott, AZ

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**This meeting will also be accessible via Zoom Webinar:**

***Members of the Public may join the Zoom meeting as an “attendee” by accessing:***  
[https://us02web.zoom.us/webinar/register/WN\\_jCmitK64R3izGFQQvL6eBQ](https://us02web.zoom.us/webinar/register/WN_jCmitK64R3izGFQQvL6eBQ).

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## CYMPO Technical Advisory Committee

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

### 1. CALL TO ORDER AND ROLL CALL

Chairman Davis attended virtually. Vice-Chair Mattingly chaired the meeting. Member Hughes was absent. Member Bondoc attended virtually.

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

### 2. TITLE VI POLICY AND MEETING PROCEDURES

*Allison McCarthy, CYMPO Administrative Assistant  
(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.

### 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\\_jCmitK64R3izGFQQvL6eBQ](https://us02web.zoom.us/webinar/register/WN_jCmitK64R3izGFQQvL6eBQ). *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 JUNE 2, 2022 REGULAR MEETING MINUTES OF THE TECHNICAL ADVISORY COMMITTEE (TAC)**

**MOTION**

Member Marbury motioned to approve the June 2, 2022 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 explained that staff is working collectively with NACOG and Flagstaff Metropolitan Planning Organization (MPO) to update the 2017 Regional Safety Plan. Noted that the Rural Transportation Summit will be held September 14<sup>th</sup> and 15<sup>th</sup> in the city of Maricopa. Also noted the CYMPO Strategic Planning Retreat will be held on September 22<sup>nd</sup>.

**6. RURAL TRANSPORTATION ADVOCACY COUNCIL (RTAC) UPDATE**

*Kevin Adam, RTAC*

Mr. Adam explained that it is expected that new representatives will replace one-third of the state legislature for the next session.

Mr. Adam explained that the preliminary annual totals for FY22 reflect 17% growth since FY21, and noted a \$5.6 billion state budget carry forward balance. Explained that an increase of permanent revenue streams that feed into Highway User Revenue Fund (HURF) is not anticipated, but does anticipate funding earmarks to be a viable option for routing funding to transportation. Explained that efforts will be focused on encouraging legislators to defer to the recommendations of ADOT, Councils of Government, (COGs) and Metropolitan Planning Organizations (MPOs). Also noted that RTAC will pursue one-time funding for local projects as well as state projects. Also noted tremendous opportunities for federal grant funds.

Member Cherry inquired about the likelihood of getting funding for local projects. Mr. Adam explained that based on the carry forward balance available for distribution, chances appear promising.

**7. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF THE CYMPO/RTAC 2023 TRANSPORTATION PRIORITIES**

*Vincent Gallegos, CYMPO Executive Director*

*(Task #200)*

Mr. Gallegos explained that in light of the potential opportunities to obtain one-time state legislative funding for Greater Arizona through an effort led by RTAC, three different scenarios are being considered: 1) request for \$100 million, 2) request for \$200 million, or 3) request for \$300 million. Respectively, CYMPO would receive 1) \$7.7 million, 2) \$15.4 million, or 3) \$23.1 million.

Mr. Gallegos reviewed the method by which staff identified the top three potential CYMPO projects to be considered for one-time state legislative funding: A) Glassford Hill Widening between SR89A and Long Look Drive, B) SR89 Widening between Road 3 North and Road 4 North, and/or C) SR89 Widening between Road 4 North and Road 5 North and Roundabout at Road 5 North. Also noted considerations for inflation and the need for local contributions.

Vice-Chair Mattingly inquired about the timeline of the pursuit of one-time state legislative funding. Mr. Gallegos explained that the Rural Transportation Summit will play a key part in introducing the RTAC proposition to state legislators. Also noted that after state leadership is determined by the November elections, RTAC will then set up meetings with various leadership members, and the legislative session will begin in January. Mr. Adam noted that the new state budget will take effect on July 1, 2023, and clarified that the intent is for the RTAC bill to be included as part of the state budget. Should RTAC's bill be included, funding would be available by the Summer/Fall of 2023.

Member Marbury explained that Town of Chino Valley Town Manager and Mayor are supportive of partnership opportunities. Member Cherry noted support for providing opportunity for the Town of Chino Valley to participate in funding assistance through CYMPO.

Member Cherry suggested waiting until state political representatives are determined to better strategize the prioritization of projects.

Vice-Chair Mattingly noted that the widening project on SR89 through the Dells scored highly on the list of projects from the 2045 Regional Transportation Plan. Acknowledged that now is likely not the right time to request funding for the project, due to public outreach processes that are yet to take place. Vice-Chair Mattingly suggested that the project be considered for future funding requests, such as the RTAC initiative for Greater Arizona. Also expressed support for prioritizing the three identified projects to be pursued for the next round of legislative one-time funding earmarks: 1) Glassford Hill Widening between SR89A and Long Look Drive, 2) SR89 Widening between Road 3 North and Road 4 North, and/or 3) SR89 Widening between Road 4 North and Road 5 North and Roundabout at Road 5 North.

Chairman Davis expressed support for the comments provided by Vice-Chair Mattingly and Member Cherry.

Mr. Gallegos requested a consensus of the TAC for identifying a top priority project.

Mr. Adam acknowledged the importance for determining support from the new Appropriations Committee Chair, and noted the importance for gaining support from local delegation.

Member Cherry noted the importance for aligning regional support with what the state legislative representatives support.

Mr. Couch, Public Works Director of the City of Prescott, noted that the Glassford Hill Road widening project seems to be most warranted project to pursue this year. Requested that the SR89 Widening through the Dells be considered for regional support to pursue funding for the next year's initiative.

Member Marbury noted that Mr. Couch's request seems reasonable, and would provide that message to be considered by the elected officials of the Town of Chino Valley.

Chairman Davis was unable to provide a verbal response, but provided a visual thumbs up to Mr. Couch's request.

## **MOTION**

Member Cherry motioned to prioritize the Glassford Hill Road widening project as priority 1A, the SR89 Road 3 North to Road 4 North as the second priority, subject to change based on feedback from state legislature representation. Member Marbury seconded the motion.

**VOTE**

Member Bondoc abstained from the vote. The remaining five votes were in favor.

**8. REVIEW AND DISCUSSION OF STATE MATCH ADVANTAGE FOR RURAL TRANSPORTATION (SMART) FUNDS**

*Lindsay Post, CYMPO Planner  
(Task #100)*

Ms. Post reviewed the State Match Advantage for Rural Transportation fund. Explained that the purposes of the fund are to 1) reimburse the cost of design of a project, and/or 2) serve as match for a federal discretionary grant, and/or 3) and reimburse up to 50% of grant writing expenses. Noted that \$50 million of initial funding is available in fiscal year 2023. The call for applications is anticipated for the end of November.

Member Bondoc explained that more information will be provided as time goes on.

Mr. Gallegos noted opportunity for Greater Arizona.

Mr. Adam clarified that it will be required for applications to be vetted through COGs/MPOs before being submitted to ADOT. Also noted that applications will be due before the Notice of Funding Opportunity (NoFO) is announced.

**9. MOBILITY MANAGEMENT/ TRANSIT UPDATE**

*Bryn Stotler, CYMPO Planner*

Ms. Stotler announced that the Town of Prescott Valley’s micro transit system is anticipated to launch on September 12<sup>th</sup>. Also noted that the Local Coordination Committee (LCC) met in July at the New Horizons Disability Empowerment Center and the next LCC will be held in September.

Ms. Stotler introduced Ernestine Smith, with the Yavapai Apache Tribe. Ms. Smith explained that the Yavapai Apache Public Transportation department has been granted funding and has purchased four new shuttles with the intent to expand transit service from the Verde Valley to Prescott, Prescott Valley, and the Phoenix Metro area. Explained that the COVID-19 pandemic slowed the expansion of service into these areas. Ms. Smith reviewed a complete list of proposed stops in the areas of Cordes Lakes, Mayer, Prescott Valley, and Prescott. Explained that the Tribe is seeking approval from the respective jurisdictions to establish stops in each area.

Vice-Chair Mattingly inquired if the presented locations are still tentative, or if they have been finalized by the Tribe. Ms. Smith clarified that the Tribe is seeking approval from each jurisdiction and that the service will be open to the public. Also noted that the shuttles seats 15 passengers, and the Tribe is aiming to provide two trips per day from the Verde Valley to Yavapai County.

Mr. Gallegos suggested that TAC members review the stops and provide guidance. Vice-Chair Mattingly inquired if the Tribe would install bus shelters at its designated stops. Ms. Smith responded that the service would use already established facilities for its pickup/drop off locations.

Vice-Chair Mattingly explained that he will need to bring the information to the City of Prescott for review and consideration, and suggested the same process is likely necessary for other involved jurisdictions. Member Cherry inquired if the Tribe has coordinated with other transit services in the area to provide opportunities to link the services. Ms. Smith explained that the Tribe has been in contact with

the Town of Prescott Valley Transit Development Coordinator, Pedro Rodriguez. Also expressed willingness to collaborate with existing transit service providers in Yavapai County.

Mr. Gallegos noted support on behalf of CYMPO staff for the expansion of service into Yavapai County, but suggested that the Town of Prescott Valley, City of Prescott, and Yavapai County advise on the legalities of right of way and political aspect. Vice-Chair Mattingly suggested that each involved jurisdiction bring the information to their respective agencies and work with CYMPO and the Tribe to address any questions.

**10. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF RESOLUTION 2022-02 REGARDING PRESERVATION OF OPEN SPACE ON GLASSFORD HILL**

*Lindsay Post, CYMPO Planner  
(Task #100)*

Ms. Post presented Resolution #2022-02 and explained that it is being submitted by the Ecosystem Connectivity Mitigation Advisory Committee (EMAC) to the TAC for consideration and recommended approval by the Executive Board.

**MOTION**

Member Cherry motioned to recommend approval of Resolution #2022-02 to the Executive Board. Member Marbury seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**11. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF THE FISCAL YEAR 2023 TITLE VI PLAN, PUBLIC INVOLVEMENT PLAN, AND LIMITED ENGLISH PROFICIENCY PLAN**

*Allison McCarthy, Administrative Assistant  
(Task #100)*

This item was taken as item #12. Member Cherry left the in-person meeting, but remained in attendance via telephone.

Ms. McCarthy provided presentation of the fiscal year 2023 Title VI Plan. Provided review of the policies that CYMPO follows with regard to Environmental Justice, Limited English Proficiency, Public Involvement, and the process for filing Title VI complaints.

**MOTION**

Member Marbury motioned to recommend approval of the Fiscal Year 2023 Title VI Plan, Public Involvement Plan, and Limited English Proficiency Plan. Member Roth seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**12. CONSIDERATION AND DISCUSSION OF THE SELECTION COMMITTEE FOR THE SR69 URBANIZED CORRIDOR MASTER PLAN**

*Lindsay Post, CYMPO Planner  
(Task #200)*

This item was taken as item #11.

Ms. Post requested the TAC’s input on who will be included as part of the Selection Committee for the SR69 Urbanized Corridor Master Plan, and when to schedule the meeting to share review scores. The consensus was to include TAC members and CYMPO staff in the Review Committee and schedule a review meeting on August 22<sup>nd</sup>.

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

*Allison McCarthy, CYMPO Administrative Assistant*

*Bryn Stotler, CYMPO Planner*

*(Task #100)*

Ms. Stotler explained that with the launch of the Yavapai micro transit service in the Town of Prescott Valley, it is a requirement of the designated recipient of CARES Act funding to include the related activities to the Metropolitan Planning Organization’s Work Program. Ms. Stotler reviewed the additions that have been provided by the Town of Prescott Valley.

**MOTION**

Vice-Chair Mattingly motioned to recommend the Executive Board approve amending the FY22-23 Unified Planning Work Program as presented. Member Roth seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**14. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL TO AMEND THE FY22-26 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP)**

*Allison McCarthy, CYMPO Administrative Assistant*

*Vincent Gallegos, CYMPO Executive Director*

*(Task #100)*

Ms. McCarthy reviewed the amendments to the FY22-26 MTIP.

**MOTION**

Member Roth motioned to recommend approval to amend the FY22-26 Metropolitan Transportation Improvement Program. Member Marbury seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**15. FEDERAL AND STATE UPDATES**

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

Mr. Henige noted a memorandum was distributed regarding the traffic safety section to solicit responses from Local Public Agencies. Also noted that Highway Safety Improvement Program (HSIP) applications are being reviewed by ADOT, and reviewed the Off System Bridge System included in the Infrastructure Investment and Jobs Act (IIJA).

B) ADOT Northwest District Office Report – *Andrew Roth, ADOT Northwest District*

Mr. Roth provided the following project updates:



- 1) Construction is in progress for the I-17 Anthem Way to McGuireville Rest Area broadband project,
- 2) Pavement Preservation project in progress from Mayer to Dewey-Humboldt,
- 3) Pavement Preservation projects on SR89A from SR89 to Glassford Hill Road and from Glassford Hill Road to Coyote Springs Road are starting night work,
- 4) I-17 Sunset Point rest area rehab project has been postponed until after the Labor Day holiday per request by the governor’s office,
- 5) A pre-construction meeting for the I-17 Flex Lane project is scheduled this week,
- 6) State legislative funds have been added to the Pavement Preservation project on SR69 from Truwood Drive to Stoneridge
- 7) Bid Advertisement for the widening on SR69 from Prescott Lakes Parkway to Frontier Village is anticipated in the second quarter of FY23,
- 8) Bid Advertisement for the deck replacement on the I-17/SR169 Traffic Interchange is anticipated in the second quarter of FY23,
- 9) Bid Advertisement for the SR169 Grantwoods Parkway to I-17 Centerline Rumble Strip project is anticipated in the third quarter of FY23,
- 10) State legislative funds have been added to the SR69/SR169 Roundabout project programmed for 4<sup>th</sup> quarter of FY23,
- 11) Centerline rumble strip installation on SR89 from Paulden to Ashfork is anticipated in fourth quarter of FY23.

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

Member Bondoc explained that the ADOT Planning to Programming (P2P) process has begun. Also noted that the Long-Range Transportation Plan is in progress. ADOT was successful in completing the Electric Vehicle Infrastructure Plan, which was submitted to the Federal Highway Administration (FHWA) on August 1<sup>st</sup>.

**16. ADJOURNMENT 3:20PM**

*Upcoming Meetings:*

- August 17, 2022 – Executive Board Meeting 3:30pm (City of Prescott)
- August 19, 2022 – State Transportation Board Meeting (Gilbert/Virtual)
- September 1, 2022 – Technical Advisory Committee Meeting 1:00pm
- September 14-15, 2022: Rural Transportation Summit in Maricopa (Invite Only)
- September 16, 2022: State Transportation Board Meeting (Maricopa)
- September 21, 2022: Executive Board Meeting 3:30pm (City of Prescott)
- September 22, 2022: CYMPO Strategic Planning Retreat 10:00am

***CYMPO endeavors to make all public meetings accessible to persons in need of language assistance or with disabilities. Please call (928)442-5730 or e-mail [Allison.McCarthy@yavapai.gov](mailto:Allison.McCarthy@yavapai.gov) 72 hours prior to the meeting requesting reasonable accommodations.***

***CYMPO se esfuerza por hacer que todas las reuniones públicas sean accesibles para las personas que necesitan asistencia con el idioma o con discapacidades. Llame al (928) 442-5730 o envíe un correo electrónico a [Allison.McCarthy@yavapai.gov](mailto:Allison.McCarthy@yavapai.gov) 72 horas antes de la reunión para solicitar adaptaciones razonables.***