



MEETING MINUTES

Technical Advisory Committee (TAC)
Regular Meeting
Thursday, March 2, 2023

Hybrid (In-Person and Virtual)
Yavapai County Public Works
Ready Room & Emergency Operations Center **1:00 PM**
1100 Commerce Drive, Prescott, AZ

The virtual option for this meeting will be held via Microsoft Teams Webinar:
Members of the Public may join the webinar as an “attendee” clicking [here](#),
or by calling: 1-602-753-0140, Webinar ID: 894 0533 2393, Passcode: 800827

CYMPO Technical Advisory Committee

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

This meeting was modified to take place in virtual format only due to inclement weather. No representation from the Prescott National Forest was present. All other members were present virtually via Zoom Webinar.

2. TITLE VI POLICY AND MEETING PROCEDURES

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

Title VI: 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.

Meeting Procedures: Chair may or may not allow for public comment on items on the agenda. The Chair may limit the number of speakers and the length of comments provided.

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*. Please complete a **Request for Public Input** card and submit to CYMPO staff prior to the beginning of the meeting. Speakers are limited to three (3) minutes. *Any members of the public attending virtually wishing to address the board may request to speak or provide a written comment by using the “Raise My Hand” or “Q & A Comments” features available through the webinar.*

**4. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE FEBRUARY 2, 2023 REGULAR MEETING MINUTES OF THE TECHNICAL ADVISORY COMMITTEE (TAC)
MOTION**

Member Davidson motioned to approve the February 2, 2023 regular meeting minutes of the Technical Advisory Committee (TAC). Vice-Chair Hughes seconded the motion.

VOTE

The vote on the motion was unanimous.

5. EXECUTIVE DIRECTOR’S UPDATE

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

Mr. Gallegos announced the March 17th State Transportation Board meeting will be hosted by Prescott Valley. Noted that the State Transportation Board is working on the ADOT five-year Program.

Mr. Gallegos noted that the stand-alone bills for Glassford Hill Road and SR89 Improvements have died. Also noted that both projects are still included in the Rural Transportation Advocacy Council (RTAC) bill for pursuit of State Legislative funding.

6. PENDING PROJECT UPDATES

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

Ms. Post provided an update of the State Route (SR) 69 Urbanized Corridor Master Plan and noted that the scope of work for the project will be extended to include another two miles into the Town of Dewey-Humboldt.

7. TRANSIT AND MOBILITY UPDATE

*Bryn Stotler, CYMPO Planner
(Task #402)*

Ms. Stotler explained that the grant application period for 5310 Mobility Management funds is currently open, and that CYMPO provides assistance to local human services providers with the grant application process.

Ms. Stotler noted that staff is coordinating with Yavapai to explore the expediting of Yavapai’s implementation plan to address increasing demand. Member Davidson noted the importance for identifying a long-term funding source for the system. Mr. Gallegos noted that CYMPO will be involved in discussions regarding a sustainable funding source for the system.

8. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL TO AMEND THE FY2022-2023 UNIFIED PLANNING WORK PROGRAM (UPWP)

*Vincent Gallegos, Executive Director
Allison McCarthy, Administrative Assistant
(Task #100)*

Ms. McCarthy reviewed the proposed amendments to the fiscal year 2022- 2023 UPWP, and noted the addition of the Regional Strategic Transportation Safety Plan, Boundary Expansion Evaluation, and Environmental Assessment of Need and Mitigation Plan.

MOTION

Member Marbury motioned to recommend approval to amend the FY2022-2023 Unified Planning Work Program. Vice-Chair Hughes seconded the motion.

VOTE

The vote on the motion was unanimous.

9. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL TO AMEND THE FY2022-2026 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP)

Vincent Gallegos, Executive Director

Allison McCarthy, Administrative Assistant

(Task #100)

Ms. McCarthy reviewed proposed amendments to the fiscal year 2022-2026 MTIP. Noted that CYMPO will be contributing \$184,000 of Carbon Reduction Program funding to a project titled “Pioneer Parkway Trailhead”. Also noted that CYMPO was awarded \$480,000 of Congressionally Directed Spending to fund a projected titled “SR89A Design Concept Report” in FY2024. Explained that this frees up existing funding that CYMPO had programmed for the project, which will bring forward the next project in line titled the “SR89 Master Plan” to take place in FY2025.

MOTION

Chairman Cherry motioned to recommend approval to amend the FY2022-2026 Metropolitan Transportation Improvement Program (MTIP). Vice-Chair Hughes seconded the motion.

VOTE

The vote on the motion was unanimous.

10. REVIEW AND DISCUSSION OF THE DRAFT FY2024 – 2025 UNIFIED PLANNING WORK PROGRAM (UPWP)

Vincent Gallegos, Executive Director

Allison McCarthy, Administrative Assistant

(Task #100)

Mr. Gallegos reviewed the FY24-25 UPWP. Mr. Gallegos requested the TAC’s input on the potential addition of a position within CYMPO that would be dedicated to the region for grant writing and management. Chairman Cherry noted that there can be feast or famine in terms of grant availability and cautioned that one person could be overwhelmed, and at other times have a light workload.

Vice-Chair Hughes noted support for a grant-focused position. Also noted the challenges in volatile workflow. Requested additional information related to cost and benefit of hiring a person versus funding used to pursue funding using a consultant.

11. ADOT DATA ANALYTICS PRESENTATION

Lindsay Post, CYMPO Planner

Sanja Katic-jauhar, ADOT MPD Traffic Monitoring

Sage Donaldson, ADOT Data Analytics Group

(Task #100)

Sanja Katic-Jauhar, Sage Donaldson, and Lucas Murray provided updates to the TAC regarding updating and maintaining traffic data in the ADOT database.

12. FEDERAL AND STATE UPDATES

A) ADOT Local Public Agency (LPA) Update - *Mark Henige, ADOT LPA*
No comments were provided.

B) ADOT Northwest District Office Report – *Andrew Roth, ADOT Northwest District*
Member Roth provided the following updates:

- 1) Three HSIP eligibility letters received for three projects:
 - a. SR 69, Lee Blvd to Walker Rd, Raised Median and Accel Lane (FY 24 Design / FY 25 Construction)
 - b. SR 89, MP 339.65 to MP 337.95, SB Passing Lane (FY 24 Design / FY 25 Construction)
 - c. SR 89, MP 349.5 to MP 351.0, NB Passing Lane (FY 24 Design / FY 26 Construction)

Projects in Construction:

1. I-17 Anthem Way to McGuireville Rest Area (Broadband) wrapping up
2. SR 69 Big Bug 4 to Poland Junction pavement spot repairs in winter shutdown
3. SR 89A: SR 89 to Glassford Hill Road pavement repair in winter shutdown
4. SR 89A: Glassford Hill Road to Coyote Springs Road pavement repaid in winter shutdown
5. I-17: Sunset Point Rest Area paving anticipated in April
6. I-17 at SR169 Traffic Interchange deck replacement to begin work in April 2023
7. I-17 Anthem Way to Sunset Point additional information available at <http://improvingi17.com/>

Projects in Design:

- 1) Consultant selected for Pavement Preservation project on SR69 from Truwood Drive to Stoneridge,
- 2) Bid Advertisement for the widening on SR69 from Prescott Lakes Parkway to Frontier Village is fourth quarter of FY23,
- 3) Bid Advertisement for the SR169 Grant Woods Parkway to I-17 Centerline Rumble Strip project is anticipated in the fourth quarter of FY23,
- 4) Centerline rumble strip installation on SR89 from Paulden to Ashfork is anticipated in fourth quarter of FY23,
- 5) Bid Advertisement for the SR69/SR169 Roundabout project is anticipated for second quarter of fiscal year 2024.
6. Bid advertisement for northbound turn lane at Little Ranch Road anticipated for 4th quarter of fiscal year 2024.

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

Ms. Bondoc noted that ADOT held a public meeting for the ADOT Long-Range Transportation Plan on February 28th. Noted an additional public meeting will be held in Flagstaff. Information can be found at: www.ADOT2050plan.com. Comments will be accepted through June 1, 2023.

Ms. Bondoc noted that draft final plan for the Rest Area Study will be posted online for public comment.

13. ADJOURNMENT 3:55PM

Upcoming Meetings:

March 15, 2023: Executive Board Meeting 3:00pm (Dewey-Humboldt)

March 17, 2023: State Transportation Board Meeting 9:00am (Prescott Valley)

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@yavapaiaz.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@yavapaiaz.gov 72 horas antes de la reunión para solicitar adaptaciones razonables.