



# MEETING MINUTES

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Technical Advisory Committee (TAC)  
Regular Meeting  
Tuesday, June 6, 2023  
**1:00 PM**

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

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**The virtual option for this meeting will be held via Microsoft Teams Webinar:**  
**Members of the Public** may join the webinar as an “attende” clicking [here](#),  
or by calling: 1-602-753-0140, Webinar ID: 895 2030 7295, Passcode: 551289

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## 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	Heather Ruder, 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

The meeting was called to order at 1:10pm. Member Bondoc and Vice-Chair Hughes joined the meeting virtually. Members Mattingly and Rother were absent. No representation from the Prescott National Forest was present.

#### **Meeting Guidelines:**

*A reminder to those attending the meeting telephonically, please keep your phone on mute until it is your turn to speak.*

*Members of the public desiring to address the Committee are subject to the following: The decision to allow a member or members of the public to speak is left to the discretion of the Chair, a person may only speak if called upon by the Chair; speaking is limited to 3 minutes; the chair may limit the number of speakers; a speaker shall not be disruptive nor shall the speaker be disrespectful towards the Chair, the Committee or others; and, except during the call to the public, a speaker may only address the specific agenda item then being discussed. The Chair may terminate a person’s speaking time for violation of any of the foregoing.*

*Committee and Audience members shall not engage in disruptive behavior during a meeting, including speaking when it is not his/her time to speak. A person may be ejected from the meeting for violation of this guidance.*

Chairman Cherry acknowledged that Vice-Chair Hughes was no longer present virtually, and noted that no action would be taken until a quorum was present.

**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.

- 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. TAC members shall not discuss or take action on matters raised during the call to the public. The TAC may direct staff to study the matter or direct that matter be rescheduled for consideration at a later date.*

This item was taken as item #12.

Chairman Cherry read a written comment submitted by Gary Anderson. Comment inquired about the Sundog Connector Design Concept Report and whether it will include traffic safety review and impacts on the neighboring communities in Yavapai Hills and Diamond Valley to ensure improvements to infrastructure are included in cost estimates.

**4. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE MAY 10, 2023 REGULAR MEETING MINUTES OF THE TECHNICAL ADVISORY COMMITTEE (TAC)**

This item was taken as item #11.

**MOTION**

Chairman Cherry motioned to approve the May 10, 2023 regular meeting minutes of the Technical Advisory Committee. Member Ruder seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**5. EXECUTIVE DIRECTOR’S UPDATE**

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

This item was taken as item #3.

Mr. Gallegos reminded the TAC of the upcoming Rural Transportation Summit taking place in Yuma in October. Also reviewed a tentative meeting schedule for the TAC for the remainder of 2023.

Chairman Cherry acknowledged the submittal of Request for Public Input card, and noted it will be addressed once a quorum of the TAC is present.

**6. PENDING PROJECT UPDATES**

*Lindsay Post, CYMPO Planner*

*(Task #200)*

- State Route 69 Urbanized Corridor Master Plan

This item was taken as item # 4.

Ms. Post provided an update of the SR69 Urbanized Corridor Master Plan. Explained that the project consultant, Kittelson & Associates, is currently working on the Existing Conditions Analysis and updating the regions traffic data model.

Tony Hamer, candidate for Prescott City Council, requested timeline for the project. Ms. Post noted that a final report is anticipated in the Fall of this year.

**7. UPDATE OF SR89/SR89A ON-RAMPS PROJECT**

*Vincent Gallegos, CYMPO Executive Director*

*Karen Hobbs PE, Stanley Consultants*

*(Task #200)*

This item was taken as item #5.

Mr. Gallegos explained funding for project, noting that the budget for design is \$600,000, and source of construction funding is yet to be determined.

Karen Hobbs, with Stanley Consultants, provided presentation of the SR89/SR89A On-Ramps design project.

Mr. Gallegos noted that CYMPO was successful in obtaining \$480,000 for a Design Concept on State Route 89A that will stretch from the intersection of SR89 to Glassford Hill Road. Noted that any aspects of the SR89/SR89A On-Ramps project that cannot be addressed due to funding constraints will be included in the Design Concept Report.

**8. UPDATE OF REGIONAL STRATEGIC TRANSPORTATION SAFETY PLAN (RSTSP)**

*Bryn Stotler, Planner*

*Mike Blankenship, Greenlight Traffic Engineering*

*(Task #200)*

This item was taken as item #6.

Ms. Stotler introduced Mike Blankenship with Greenlight Traffic Engineering. Mr. Blankenship provided an update of the Regional Strategic Transportation Safety Plan and reviewed data for each of CYMPO's Member Agencies.

Mr. Gallegos noted that CYMPO will pursue HSIP funds later in the year. Suggested that CYMPO Member Agencies use the data Mike presented to evaluate eligible projects.

Ms. McCarthy noted that Vice Chair Hughes rejoined the meeting virtually at 2:20pm.

Member of the public, Tony Hamer, inquired if any analysis has been performed to determine whether any of the intersections are getting worse over time. Mr. Blankenship suggested that top-ranking projects now be compared to the top-ranking projects of 2018.

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

*Kevin Adam, RTAC*

This item was taken as item #8.

Mr. Adam explained that the state budget was enacted. Noted that state Senators received \$30 million and Representatives received \$20 million to allocate at their discretion.

Mr. Adam noted that it will be key for CYMPO to gain Representatives’ support for CYMPO projects being pursued with the FY2024 request of state legislative funding for Greater Arizona. Noted that if CYMPO pursues funding for Pavement Preservation, the key will be to craft in a way that CYMPO’s three legislator’s support with enough project specificity.

Mr. Adam noted there is no restriction regarding functional classification of roads that may be included in the funding request. Mr. Gallegos requested more specific information from Member Agencies regarding what projects would be included for Pavement Preservation funding. Member Bondoc offered to provide ADOT’s preestablished definitions of road classifications.

Member Marbury suggested seeking buy-in from legislators for options A, B, and C for FY2024 state legislative funding being pursued through RTAC.

**10. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF PROJECTS TO BE PRIORITIZED IN THE 2024 RTAC PURSUIT OF STATE LEGISLATIVE FUNIDNG**

*Vincent Gallegos, Executive Director*

*(Task #200)*

This item was taken as item #7.

Mr. Gallegos explained that through the pursuit of state legislative funding in the past year, the Town of Prescott Valley was awarded \$9.9 million for the widening of Glassford Hill Road from SR89A to Long Look Drive. Mr. Gallegos noted that in order to demonstrate local “skin in the game”, a local contribution of 10% was included in the project budget.

Mr. Gallegos also explained that funding was pursued for the widening of SR89 between Road 3 North and Road 5 North with a roundabout at Road 5 North. Noted that the funding for the project was not included in the state budget.

Mr. Gallegos explained that last year RTAC pursued \$300 million in state legislative funding for transportation projects in Greater Arizona last year, and noted that this year, the recommendation is to increase request of funding to \$400 million. Noted that with a \$400 million ask, CYMPO’s portion would be \$33 million. Mr. Gallegos presented the option to pursue \$18 million for SR89 improvements between Roads 3 North and 5 North once again, and to allocate the remaining \$15 million of Pavement Preservation projects within each Member Agency’s jurisdiction based on population percentage.

Mr. Gallegos explained that during the selection of projects to be included in last year’s request of state legislative funding, the City of Prescott provided support of the Glassford Hill Road project with the request that in the following year the project to widen SR89 through the Granite Dells would be considered. Mr. Gallegos noted that according to the 2045 Regional Transportation Plan, the widening of 89 through the Granite Dells is the top priority. Explained that the City of Prescott will be starting the public engagement for the project in the near future.

Chairman Cherry cautioned that depending on the types of local roads that would be included in the Pavement Preservation portion of the request, state legislature may not support funding certain classifications of roads. Mr. Gallegos expressed intent to keep the language general, and acknowledged that state legislators, within their authority, may pursue other transportation projects.

Mr. Gallegos explained the potential to prioritize segments of SR69 in the state legislative request for funding. Noted that according to Kittelson & Associates, the consultant for the SR69 Master Plan, in the preliminary stages of the project, there are two segments of SR69 that have risen to the top of the priority list in the Town of Prescott Valley: 1) between Prescott East Highway to Glassford Hill Road, and 2) between Glassford Hill Road to Navajo Road. Mr. Gallegos expressed his recommendation is to include Pavement Preservation in the request for state legislative funding.

Member Ruder inquired if the cost estimate for the widening of SR89 from Roads 3 to 5 North, and a roundabout at Road 5 North has been updated since the request for funding last year. Mr. Gallegos explained that the cost estimate has not been updated, but that there is the possibility to remove the construction of a roundabout at Road 5 North to address potential funding shortfalls. Member Marbury noted that ability to scope the project to fit the budget if needed.

Chairman Cherry acknowledged the need for Pavement Preservation throughout the region. Mr. Gallegos noted need to be able to illustrate benefit to state legislators. The TAC discussed unique challenges and needs within the different Member Agencies.

Chairman Cherry inquired about Mr. Gallegos's thoughts on including the widening of SR89 through the Granite Dells. Mr. Gallegos expressed concern regarding public engagement aspects surrounding the project.

Chairman Cherry motioned to recommend approval of the FY2024 RTAC Priority Projects as presented. Vice-Chair Hughes seconded the motion.

Mr. Gallegos requested that the TAC consider including a Plan B and C should Plan A not withstand.

Chairman Cherry acknowledged the need for improvements on SR69. Member Ruder inquired about whether SR89 through Dells or SR69 ranks higher in Regional Transportation Plan. Chairman Cherry responded SR89 is the top-ranking priority project according to the Regional Transportation Plan.

Chairman Cherry amended the previous motion the following:

#### **MOTION**

To recommend approval to prioritize the FY2024 RTC Priority Projects as presented as option A, segments of SR69 through the Town of Prescott Valley as has been preliminarily assessed as option b, and SR89 through the Granite Dells widening as option c. Vice Chair Hughes reaffirmed second.

#### **VOTE**

The vote on the motion was unanimous.

## **11. TITLE VI PRESENTATION AND TRAINING**

*Allison McCarthy, Administrative Assistant*

*Sara Martinez, ADOT Civil Rights Office*

This item was taken as item #9

Ms. Martinez provided a presentation of the Title VI Implementation Plan requirements.

**12. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF THE FY2024 TITLE VI PLAN, PUBLIC INVOLVEMENT PLAN, AND LIMITED ENGLISH PROFICIENCY PLAN**

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

This item was taken as item #10.

**MOTION**

Member Marbury motioned recommended approval of Title VI Implementation Plan, Public Involvement Plan, and Limited English Proficiency Plan. Member Ruder seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**13. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL TO AMEND THE FY2022 – 2023 UNIFIED PLANNING WORK PROGRAM (UPWP) AND FY22-26 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP)**

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

This item was taken as item #13.

Mr. Gallegos reviewed the funding changes for the SR89/SR89A On-Ramps project and the SR69/SR169 Roundabout project.

Mr. Gallegos also noted that Central Arizona Fire and Medical Authority (CAFMA) reached out to CYMPO to request a traffic signal near the fire station on SR169.

**MOTION**

Chairman Cherry motioned to recommend that the Executive Board approve amending the FY22-23 Unified Planning Work Program and FY22-26 Metropolitan Transportation Improvement Program as presented and discussed with changes in regard to the RTAC recommendations and changes to the Gail Gardner/Fair Street Traffic Signal project, as presented. Vice-Chair Hughes seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**14. FEDERAL AND STATE UPDATES**

This item was taken as item #14.

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

No updates were provided.

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

Written updates were distributed to the TAC. (See attached.)

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

Written updates were distributed to the TAC. (See attached.)

**15. ADJOURNMENT 3:55PM**

*Upcoming Meetings:*

June 16, 2023: State Transportation Board Meeting 9:00am (Florence)

June 21, 2023: Executive Board Meeting 3:00pm (Chino 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](mailto: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](mailto:Allison.McCarthy@yavapaiaz.gov) 72 horas antes de la reunión para solicitar adaptaciones razonables.*

**CYMPO TAC**  
**June 06, 2023**  
**ADOT Northwest District Update**

**Information**

1. N/A

**Projects in Construction / Maintenance**

1. F0429 I-17 Anthem Way to McGuireville Rest Area (Broadband)
  - a. Awarded 10/15/21: Kiewit Infrastructure West Co.
  - b. Punch list items remaining
2. F0451 SR 69 Truwood Dr to Stoneridge Dr
  - a. Awarded 03/17/2023: Paveco, Inc.
  - b. Milling and paving work completed.
  - c. ADA ramp work completed
  - d. Final striping antic. end June / beginning July
3. F0407 SR 69 Big Bug 4 to Poland Jct (Mayer:Onyx Dr to D-H: Main St)
  - a. Awarded 03/18/22: AP&S
  - b. Project in winter shutdown due to temperatures required for AR-ACFC paving
4. F0409 SR 89A Glassford Hill Rd to Coyote Springs Rd
  - a. Awarded 04/15/22: AP&S
  - b. Project in winter shutdown due to temperatures required for AR-ACFC paving
5. F0465 SR 89A: SR 89 to MP322 (GHill Rd)
  - a. Awarded 06/15/22: Paveco, Inc.
  - b. Project in winter shutdown due to temperatures required for AR-ACFC paving
6. F0258 I-17 Sunset Point Rest Area
  - a. Awarded 05/20/22: Haydon Bldg. Corp.
  - b. Parking lot final striping completed 06/02
  - c. Landscape work complete
  - d. Pending ADEQ approvals for water and sewer systems.
  - e. Supply chain issues with electrical components. Working to confirm the opening of the rest area prior to the July 4th holiday weekend.
7. F0294 I-17 at SR 169 TI UP
  - a. Deck Replacement
  - b. Awarded 01/20/2023
  - c. SEMA Construction, Inc. & Subsidiaries (\$2,894,678.63 / Dept. Estimate \$2,938,495.05 / -1.49%)
  - d. WB ½ of bridge deck concrete placement scheduled for 06/05 & 06/06.
8. H6800 I-17 Anthem Way to Sunset Pt
  - a. 3rd lane and Flex Lanes
  - b. <http://improvingi17.com/>

**Projects in Design**

1. F0512 SR 169 Grant Woods Pkwy to I-17
  - a. Centerline Rumble Strips
  - b. Project advertised for bids 05/17/2023
  - c. Bid opening 07/14/2023
2. H8739 SR 69 Prescott Lakes Pkwy to Frontier Village
  - a. Utility Relocations - ongoing
  - b. Project advertised for bids 06/01/2023
  - c. Bid opening 09/15/2023
3. F0519 SR 89 MP 339 to 363 (Paulden to Ash Fork)
  - a. Centerline Rumble Strips
  - b. Antic. Bid Advertise - 4th Qtr FY 23
4. F0288 SR 69 at SR 169 Roundabout
  - a. Awaiting new project development schedule
5. F0565 SR 89 at Little Ranch Rd
  - a. Stage II (30%) submittal review
  - b. Antic. Bid Advertise: 4th Qtr FY 24



June 2023

**Subject: June TAC - MPD Updates****1. FY24-28 Five Year Construction Program:**

The Tentative FY24-28 Five-Year Construction Program was available for public comment until June 1st. The public hearing occurred May 19th with the State Transportation Board.

The final FY24-28 ADOT Five-Year Construction Program will be presented to the State Transportation Board on May 16, 2023, for approval and adoption. The new program will be adopted beginning July 1, 2023.

**2. FY25-FY29 P2P Cycle:**

While the FY24-FY28 program is finalized and submitted for approval, the planning group has already begun working on the FY25-29 Planning cycle. The P2P District tours were completed in April and the ADOT technical groups will submit their nominations in June. All nominated projects will be rated and prioritized, and the top-rated projects will be discussed during the District Workshops for consideration in FY25-FY29 Five Year Construction Program. District Workshops will be scheduled soon.

**3. Federal Discretionary Grants Programs:**

Please visit [USDOT Discretionary Grants Dashboard](#), for upcoming grant opportunities. The dashboard includes a link that will help rural communities harness the Dashboard as well as a soon to be published, Rural Grant Applicant Toolkit. The Dashboard is updated weekly.

**4. AZ SMART Fund Program:**

Please continue to work with your local agencies to submit applications for the [AZ SMART](#) program. The website continues to be a host of useful information for the program including the guidelines and application material.

**Status of ADOT studies:****1. Long Range Transportation Plan:**

The gap analysis and resiliency planning effort should be completed in June and presented to the State Transportation Board on June 16, 2023. Following, the first draft of the LRTP will be completed and after approval of the State Transportation Board, will be available to the public for review and comment. There will be a 45-day comment period. Various public announcements will be released regarding the availability of the draft LRTP for comment.

**2. Statewide Rest Area Study:**

The final Statewide Rest Area Study is complete and available for download on the project

website [here](#).

3. **Statewide Truck Parking Plan:**

The Statewide Truck Parking Plan is a continuation of the Freight Plan and Statewide Rest Area Study to specifically address truck parking outside of the rest areas and developing an implementation plan. The project is a six-month project and is currently on schedule. We will be holding our first Stakeholder Meeting on June 15, 2023. You should receive your meeting invite soon if you have not already. If you are interested in joining our meeting and you have not received an invite by the end of the week, please reach out to me and I will make sure to forward you the invite.

4. **Electric Vehicle Infrastructure Plan:**

ADOT will be conducting its annual update of the NEVI plan as required from the USDOT/Joint Energy office. The EV rulemaking went into effect on 3/30/23 for contractor implementation, and ADOT will be looking at conducting RFPs in August 2023. ADOT will continue to meet with stakeholders, vendors, and have further public involvement meetings. Please visit the [EV plan website](#) for additional information.