



# MEETING MINUTES

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Technical Advisory Committee (TAC)  
Regular Meeting  
Tuesday, September 12, 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 “attendee” clicking [here](#),  
or by calling: 1-602-753-0140, Webinar ID: 828 9465 7130, Passcode: 637319

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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	Gwen Rowitsch, 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 1:01pm. Vice-Chair Hughes joined the meeting at 1:20pm. Member Bondoc attended virtually. 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.*

**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.*

Patricia Betsaw, member of the public, offered comments and concerns regarding the performance of the consultant for the Sundog Connector project.

Gary Anderson, member of the public, offered comments in opposition to the Sundog Connector project and support for enhancing the State Route 69 corridor.

**4. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE JUNE 6, 2023 REGULAR MEETING MINUTES OF THE TECHNICAL ADVISORY COMMITTEE (TAC)**

**MOTION**

Member Ruder motioned to adopt the June 6, 2023 regular meeting minutes of the Technical Advisory Committee. Member Roth seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**5. EXECUTIVE DIRECTOR’S UPDATE**

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

Mr. Gallegos introduced the new CYMPO staff, Desi Zurcher (Program Coordinator), Leslie Contreras (Planner), and Michael Lamar (Regional Development Manager). He congratulated Member Rowitsch on her appointment as Director of Public Works for the City of Prescott and invited her to be the primary representative to the TAC.

Mr. Gallegos extended an invitation to the Ribbon Cutting ceremony for the State Route 69 preservation project. He highlighted State Legislative Representative Nguyen (District 1) for his championship of funding for the project. The Ribbon Cutting ceremony is scheduled for 3:00pm on Tuesday, October 3, 2023 at the Event Spot in Prescott Valley.

Mr. Gallegos discussed the upcoming 2023 AZ Rural Transportation Summit, scheduled for October 18-19, 2023 in Yuma. He shared the current registration list, encouraged registration, and explained the event.

He noted that attendance is usually around 200-250, largely comprised of elected officials, but he stated that staff attendees are a critical component. Mr. Gallegos shared that our financial ask of the Legislature at the Summit will be \$33M on behalf of the regional partners.

Mr. Gallegos also shared that the 2024 Rural Transportation Summit will tentatively be held in Prescott and that he will seek approval from the Executive Board to feature our region. Chair Cherry encouraged staff to attend and stated it is the only conference he attends that is primarily elected officials because it is helpful to get onto same page as the elected officials.

## 6. REGIONAL DEVELOPMENT UPDATES

*Vincent Gallegos, Executive Director*

*Michael Lamar, Regional Development Manager*

*(Task #402)*

Mr. Gallegos introduced Michael Lamar's new position with CYMPO, which will be focused on transit. He said that the region receives \$1.7M each year for public transit and that CYMPO has developed regional transit plans.

Mr. Lamar discussed the current system and described how rich and robust the current system is. He acknowledged the current transit providers, Yavapai Regional Transit (YRT) and YavaLine, both of which have close to 16,000 riders each year. He said that CYMPO has responsibility to be the transit leader in the region and bring the providers together for economies of scale, financial opportunities, interconnectivity. Mr. Lamar stated that almost half of YavaLine riders are employees seeking transit to their places of employment. He also shared that he has met with the heads of the local higher education institutions in area, and all are supportive of specialty routes.

Mr. Lamar said that, in a region where ecotourism is so important, there is no interconnectivity with the trail systems and cited that CYMPO is interested in finding ways to help the existing trails connect and provide a new and unique experience for trail users. He noted that CYMPO may be able to assist with seeking grant funding for trails plans. Chair Cherry agreed that there is some connectivity but said more can be done. He identified the new trailhead being planned in Pioneer Park, as well as the regional park on Glassford Hill. Mr. Gallegos noted that trail plan for the region will support local entities for future funding opportunities and said CYMPO may have funds currently to assist but will this bring back for discussion at a future date. Member Ruder noted that the Town of Prescott Valley is seeking a TA grant for expansion of trails within the Town. Member Marbury said that trails planned for the new State Park will connect with the Peavine Trail and cited other potential options for regional connectivity. He said that regional cooperation benefits everyone. Members Rowitsch and Ruder stated they feel they are all working together well.

## 7. PENDING PROJECT UPDATES

*Bryn Stotler, CYMPO Planner*

*(Task #200)*

Ms. Stotler provided updates on several projects. She discussed the State Route 69 Urbanized Corridor Master Plan and shared that Data Processing & Traffic Modeling is underway and that the consultant is looking at driving and photographing the corridor. She expects the consultant, Kittelson & Associates, to be at the TAC meeting in November to provide a more detailed review and roll out the public facing component.

Ms. Stotler discussed the CYMPO Boundary Expansion Study. She shared that the project consultant, Kimley Horn, is compiling data and noted that NACOG is a partner in this process. She anticipates having a full discussion of the study at the January Strategic Planning Retreat.

Ms. Stotler provided updates on the Environmental Needs Assessment. She said that the Assessment is tied to the Carbon Reduction Plan funding received from the federal government. The plan kicked off in mid-August with consultant Burgess & Niple looking at environmental needs, as well as to brief and engage the Ecosystem Connectivity and Mitigation Advisory Committee (EMAC) on the evaluation process that will determine EMAC best practices, structure, governance documents, priorities, and topical focus. Ms. Stotler stated that Burgess & Niple will present the first part of the assessment in a study session with the EMAC on September 13<sup>th</sup>.

Ms. Stotler discussed the upcoming Sundog Connector Public Open House, scheduled for 4:00-6:00pm on September 28, 2023 at the Event Spot in Prescott Valley. She noted that project consultant AECOM is continuing the Alternatives Selection Process and Technical Analysis.

Ms. Stotler discussed the Active Community Transportation –Unified Plan (ACT-UP). She stated that consultant Kittelson & Associates has developed a draft ACT-UP study network and that data collection is ongoing. She noted that preparations are being made for a public kickoff meeting tentatively slated for mid-October.

## **8. RURAL TRANSPORTATION ADVOCACY COUNCIL (RTAC) UPDATE**

*Vincent Gallegos, Executive Director*

*Kevin Adam, RTAC*

Mr. Gallegos described the funding request for the CYMPO region and brought attention to the handout regarding the One-Time Funding Request of \$33M for projects identified by the TAC and the Executive Board.

Mr. Gallegos discussed Project 1 and shared that Project 1 was revised to exclude the roundabout originally proposed and now focuses on adding additional lane in each direction. He said that the ask for Project 1 includes a 10% local match, which will enhance the chances of the project being funded by the Legislature.

Mr. Gallegos discussed Project 2, which will add a lane to the eastbound onramp onto SR89A from SR89. The project has been supported by ADOT but has historically lost funding. The only funding that remains is for design of the project, as all other funds have been reapportioned to other projects throughout the state.

Mr. Gallegos discussed Project 3, which will be divided among CYMPO's member agency organizations for preservation projects with regional significance. Projects within each member agency have been identified and will be presented to the Executive Board.

Mr. Gallegos shared that the Executive Board Chairman Brown requested special Executive Board meeting for October 2 to discuss this topic specifically, ahead of the Rural Transportation Summit, due to its significance and importance to the region. The economy is projected to impact the one-time funding this coming year, but Mr. Gallegos stated that the goal is to demonstrate the need. CYMPO will emphasize consideration of projects based on the order of importance given by the TAC and Executive Board. Mr. Gallegos stated that the District 1 legislators are supportive but have cautioned that the budget will ultimately determine what can be funded. Chair Cherry noted that our state legislators received a lot of push back about Project 1 being unfunded last year and feels that project has better potential.

**9. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF THE SCOPE OF WORK FOR THE 2050 REGIONAL TRANSPORTATION PLAN (RTP)**

*Vincent Gallegos, Executive Director*

*(Task #200)*

Mr. Gallegos discussed the Regional Transportation Plan (RTP) and explained that the RTP is a 25-year plan required by the federal government to be updated every 5 years. All the projects for CYMPO are identified in the RTP and are identified by level of priority. He said that CYMPO is currently operating under the 2045 plan, and the next plan is 2025-2050. He shared that an outside planner, Allison Shinn with CivTech, has been hired to help author the Scope of Work for the RTP.

Mr. Gallegos discussed the Scope of Work Outline for the RTP. He shared that public engagement is a key component to the Plan, and there is a need to balance technological abilities with interest of public who may not have good technical access. He provided updates on the various Tasks from the Scope Outline and cited several areas where improvement is needed, as well as areas where the CYMPO region is missing out on grant monies because of inadequate data or other benchmarks. Member Marbury encouraged the continuation of corridor studies and urged that the Plan cannot lose sight of regional mobility opportunities, including use of trails to connect region. Chair Cherry suggested that the January retreat would be an optimal time to reprise the conversation about the differences with preservation, modernization, expansion and mobility.

Mr. Gallegos noted that the request for proposals for the RTP will be brought to the TAC for approval in November, and he shared that proposals will be due the first week of January 2024. He said that the TAC will be asked to review and score proposals, which will then come back to TAC and Executive Board in February and to the Board of Supervisors in March.

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

*Bryn Stotler, CYMPO Planner*

*Allison McCarthy, Administrative Assistant*

*(Task #100)*

Ms. Stotler shared that whenever funding is moved, the Metropolitan Transportation Improvement Program (MTIP) must be amended. She and Ms. McCarthy provided information on the amendments being requested.

**MOTION**

Member Marbury made a motion to recommend the Executive Board approve amending the FY2022-2026 CYMPO Metropolitan Transportation Improvement Program (MTIP) as presented. Member Rowitsch seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**11. ROUNDTABLE AGENCY UPDATES**

Member Rowitsch provided an update on behalf of the City of Prescott regarding the proposed State Route 89 widening project between the Willow Lake Road roundabout and the Phippen Roundabout. She stated that the emphasis for the project is on access to nearby water treatment plants and said that because the road will need to be rebuilt after the work on the plants, the discussion about potential widening of the highway was timely. She provided updates on the status of the plans and community outreach, as well as the website for the virtual meeting room. Focus on outreach is public input and cited that the public survey is a regional

survey because SR89 is a regional roadway. Member Rowitsch shared that 950 surveys have been returned thus far and that the neighborhood only meeting, which was limited to immediate neighbors of the project area, had about 65 in attendance. She shared that there will be a regional public meeting on October 4, 2023 from 4:00-6:00pm at the Adult Center on Rosser. She also shared that the public relations team is compiling the data, but stated that she does not have access to the data until the survey closes in November. The public input will be presented to council in December. Chair Cherry stated that this is the top project in the current RTP.

Member Ruder provided an update on behalf of the Town of Prescott Valley regarding the Glassford Hill Road repaving project. Phase 1 heading north is complete and work on the southbound lanes has begun. She stated that Glassford Hill Road is one of the major retail corridors in the Town and crews are trying to complete the project by December. She shared that the Town has been issuing regular press releases to update on the project and that great effort has been made to ensure continued access to all businesses through construction. She said that Phase 2 of the Glassford Hill Road project, which will be a widening of the road to SR89A is in the RFP interview phase. Town Council and management want to start on the project as soon as possible. The plan is to add additional lane in each direction, with construction planned for summer of 2024. Mr. Gallegos stated that this as the top local project in the RTP.

## 12. FEDERAL AND STATE UPDATES

A) ADOT Northwest District Office Report – *Andrew Roth, ADOT Northwest District*  
Written updates were distributed to the TAC. (See attached.)

B) ADOT Multimodal Planning Division (MPD) Update - *Myrna Bondoc, ADOT MPD*  
Written updates were distributed to the TAC. (See attached.)

## 13. REVIEW AND DISCUSSION OF ADDENDUM TO SR89/SR89A ON-RAMP ALTERNATIVES SELECTION REPORT (ASR)

*Karen Hobbs, Stanley Consultants*  
(Task #200)

Ms. Hobbs stated that Alternative 5 is going to be the recommended alternative from the Alternatives Selection Report (ASR). Alternative 5 does not alter number of lanes or configuration, the level of service identified in the ASR and reduces impacts to those drainage systems. She also stated that there will be no right of way acquisitions or utility relocation needed. Alternative 5 will not be impacted by future widening of SR89A. Mr. Gallegos noted the cost differences and said the proposed Alternative is within the amount planned to seek from the legislature.

## 15. ADJOURNMENT 2:52 PM

### *Upcoming Meetings:*

November 15, 2023: Executive Board Meeting 3:00pm (Prescott)

November 17, 2023: State Transportation Board Meeting 9:00am (Wickenburg)

***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.***

**CYMPO Executive Board  
September 20, 2023  
ADOT Northwest District Update**

**Information**

1. SR 89 Truck Route Signage

**Projects in Construction / Maintenance**

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| <p>1. F0451 SR 69 Truwood Dr to Stoneridge Dr</p> <ul style="list-style-type: none"><li>a. Awarded 03/17/2023: Paveco, Inc.</li><li>b. Final striping tested</li><li>c. Replace survey monument frames and covers (Lake Valley Dr)</li></ul> <p>2. F0407 SR 69 Big Bug 4 to Poland Jct (Mayer:Onyx Dr to D-H: Main St)</p> <ul style="list-style-type: none"><li>a. Awarded 03/18/22: AP&amp;S</li><li>b. Fog coat - week of 09/18</li><li>c. Final striping Sept 24-Oct 06 (night)</li></ul> <p>3. F0409 SR 89A Glassford Hill Rd to Coyote Springs Rd</p> <ul style="list-style-type: none"><li>a. Awarded 04/15/22: AP&amp;S</li><li>b. Fog coat - week of 09/18</li><li>c. Final striping Sept 24-Oct 06 (night)</li></ul> | <p>4. F0465 SR 89A: SR 89 to MP322 (GHill Rd)</p> <ul style="list-style-type: none"><li>a. Awarded 06/15/22: Paveco, Inc.</li><li>b. Final striping Oct 10-11</li></ul> <p>5. F0258 I-17 Sunset Point Rest Area</p> <ul style="list-style-type: none"><li>a. Awarded 05/20/22: Haydon Bldg. Corp.</li><li>b. Punch List items</li></ul> <p>6. F0294 I-17 at SR 169 TI UP</p> <ul style="list-style-type: none"><li>a. Deck Replacement</li><li>b. Awarded 01/20/2023</li><li>c. SEMA Construction, Inc. &amp; Subsidiaries (\$2,894,678.63 / Dept. Estimate \$2,938,495.05 / -1.49%)</li><li>d. WB half of bridge deck replacement ongoing</li></ul> <p>7. H6800 I-17 Anthem Way to Sunset Pt</p> <ul style="list-style-type: none"><li>a. 3rd lane and Flex Lanes</li><li>b. <a href="http://improvingi17.com/">http://improvingi17.com/</a></li></ul> |
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**Projects in Design**

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| <p>1. F0512 SR 169 Grant Woods Pkwy to I-17</p> <ul style="list-style-type: none"><li>a. Centerline Rumble Strips</li><li>b. Project advertised for bids 05/17/2023</li><li>c. Bids opened 07/14/2023</li><li>d. ALB: Hawk Contracting, LLC. (\$347,347.00 / Dept. Estimate \$252,605.80 / <b>+37.51%</b>)</li><li>e. All bids rejected 08/18/2023</li></ul> <p>2. H8739 SR 69 Prescott Lakes Pkwy to Heather Heights</p> <ul style="list-style-type: none"><li>a. Utility Relocations - complete</li><li>b. Bids opened 09/15/2023</li><li>c. ALB: Asphalt Paving &amp; Supply, Inc. (\$9,191,665.90 / Dept. Estimate \$8,250,803.20 / <b>+11.40%</b>)</li></ul> | <p>3. F0519 SR 89 MP 339 to 363 (Paulden to Ash Fork)</p> <ul style="list-style-type: none"><li>a. Centerline Rumble Strips</li><li>b. Bid opening 01/05/2023</li></ul> <p>4. F0288 SR 69 at SR 169 Roundabout</p> <ul style="list-style-type: none"><li>a. Final Scoping completed</li><li>b. Awaiting new project development schedule</li></ul> <p>5. F0565 SR 89 at Little Ranch Rd</p> <ul style="list-style-type: none"><li>a. Stage III (60%) review completed 08/25/23</li><li>b. Antic. Bid Advertise: 4th Qtr FY 24</li></ul> |
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