



MINUTES

Technical Advisory Committee
Thursday June 6, 2019
8:00 A.M.

Prescott Valley Library Crystal Room
7401 East Skoog Blvd. 3rd Floor
Prescott Valley, AZ 86314

CYMPO Technical Advisory Committee

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

1. CALL TO ORDER AND ROLL CALL

- Richard Polanco present in place of Member Kendra Bull with Prescott National Forest – U.S. Forest Service
- Member Marbury arrived 8:23am

2. 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.

3. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE APRIL 22, 2019 SPECIAL MEETING MINUTES OF THE TECHNICAL ADVISORY COMMITTEE (TAC)

Chris Bridges, CYMPO Administrator
(Task #102)

MOTION

Member Hanks motioned to approve the April 22, 2019 Special Meeting Minutes of the Technical Advisory Committee. Member Wennes seconded the motion.

VOTE ON THE MOTION

The vote on the motion was unanimous.

4. AGENCY ANNOUNCEMENTS AND UPDATES

Agency announcements were provided by the following agencies:

- Ed Hanks, Town of Dewey-Humboldt
- Andy Roth, ADOT Northwest District
- Dan Cherry, Yavapai County
- Norm Davis, Town of Prescott Valley

- Ian Mattingly, City of Prescott
- John Wennes, ADOT MPD
- Frank Marbury, Town of Chino Valley

Mr. Bridges noted SR69 Widening Project design kickoff meeting was held on May 24. Explained On-Call Consultant list is still being reviewed by ADOT and CYMPO attorney and noted language is being specifically included to allow other COGs and MPOs to use the list with the contingency that they work out their own contract with selected consultants.

Daniel Harmonick, CYMPO Transportation Planner, explained attended State Transportation Board Study Session and noted the Board reviewed the 5-year draft of ADOT plan, which is due by June 21st and going to the Governor for approval on June 30th.

5. REVIEW, DISCUSSION AND POSSIBLE ACTION TO ADDRESS TAC MEMBERSHIP VACANCY OF PRESCOTT NATIONAL FOREST – U.S. FOREST SERVICE

*Chris Bridges, CYMPO Administrator
(Task #102)*

Mr. Bridges introduced Richard Polanco with the Prescott National Forest and noted he is filling in temporarily for Kendra Bull's seat on the TAC. Mr. Bridges explained that the original IGA which was created in 2003 outlines a representative of the Prescott National Forest be included as a member of the TAC, but that the CYMPO boundary does not actually include any Prescott National Forest land. Vice-Chair Cherry noted that the Forest Service is still included on the Ecosystem Connectivity Mitigation Advisory Committee (EMAC). Vice-Chair Cherry and Member Hanks suggested updating the IGA document and addressing the Prescott National Forest Service membership at that time. Vice-Chair Cherry suggested that the CYMPO attorney review document, then copies be sent to TAC for review for the next TAC meeting.

6. UPDATE AND REVIEW OF 2045 REGIONAL TRANSPORTATION PLAN AND TRANSIT IMPLEMENTATION PLAN AND IN-KIND MATCH STATUSES

*Chris Bridges, CYMPO Administrator
(Task #102 & #300)*

Mr. Bridges explained redistribution population material has been provided to member agencies by the AECOM team, and once completed the next 2045 RTP meeting will be scheduled. Provided update of public involvement initiatives. Noted the need for member agencies to diligently record any in-kind time spent on 2045 Regional Transportation Plan and Transit Implementation Plan in order to reduce potential cash match due.

7. REVIEW, DISCUSSION AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF REQUEST FOR QUOTES FOR CYMPO TRANSPORTATION EDUCATION PROJECT 2019

*Chris Bridges, CYMPO Administrator
(Task #102)*

Mr. Bridges explained the Transportation Education Project is included in the CYMPO Work Program and will focus on educating the public on various aspects of transportation and costs associated. Explained that the CYMPO website will be the primary source for educational material, and also plans to push ads to social media and perhaps mail out flyers. Vice-Chair Cherry noted the need for an education initiative to reach across the entire state.

MOTION

Vice-Chair Cherry motioned to recommend the Executive Board approve the presented Request for Quotes for the CYMPO Transportation Education Project 2019. Member Hanks seconded the motion.

VOTE

The vote on the motion was unanimous.

8. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING INTERGOVERNMENTAL AGREEMENT FOR SR89 PAVEMENT PRESERVATION AND SR89/RD 1 NORTH TRAFFIC SIGNAL

Chris Bridges, CYMPO Administrator

(Task #102)

Mr. Bridges explained the IGA does not reference how to address cost overruns because CYMPO's contribution is a one-time contribution.

MOTION

Member Marbury motioned to recommend the Executive Board approve the presented Intergovernmental Agreement for the SR89 Pavement Preservation and SR89/Rd 1 North Traffic Signal. Member Roth seconded the motion.

VOTE

The vote on the motion was unanimous.

9. REVIEW, DISCUSSION AND POSSIBLE TO ACTION TO RECOMMEND APPROVAL OF AGREEMENT WITH MARICOPA ASSOCIATION OF GOVERNMENTS FOR RURAL TRANSPORTATION INCUBATOR

Chris Bridges, CYMPO Administrator

(Task #102)

Mr. Bridges explained Maricopa Association of Governments (MAG) was awarded a grant from the Weinberg Foundation and with this agreement CYMPO will be contributing 5305(d) and 5310 funds to help develop and information referral website. CYMPO will be tacking on to MAG's existing website designed to assist those in need of transportation to search a statewide database of providers. Also explained that as part of the agreement, MAG will hire a staff member with technical experience to assist volunteer driver programs with recruiting volunteers and improving systems to operate more efficiently.

Member Davis inquired if local cash match is required and if the arrangement is stated in the agreement. Mr. Bridges explained CYMPO will not be responsible for any local match and will consult the CYMPO attorney to add verbiage in the contract to identify MAG as the responsible party for all match requirements.

MOTION

Vice-Chair Cherry motioned to recommend the Executive Board approve the presented agreement between CYMPO and Maricopa Association of Governments (MAG) for Rural Transportation Incubator with changes noted that CYMPO is not responsible for local cash match and clarify that CYMPO's contribution of funding is based on availability, and that the agreement be vetted through CYMPO legal counsel prior to the June Executive Board meeting. Member Marbury seconded the motion.

VOTE

The vote on the motion was unanimous.

10. REVIEW, DISCUSSION AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF SERVICE PLANNING INTERGOVERNMENTAL AGREEMENT WITH NACOG

Chris Bridges, CYMPO Administrator

(Task #101)

Mr. Bridges explained CYMPO and NACOG attorneys are still reviewing the IGA, but CYMPO is requesting the TAC's recommendation on the scope of the agreement. Tod Morris, with NACOG, explained that NACOG will be generating the in-kind contributions required for the matching of funds. Mr. Bridges explained CYMPO will still be involved, but NACOG will take the lead on Mobility Management coordination throughout Yavapai County.

Member Davis inquired about the next Coordination Plan. Mr. Bridges explained the Public Transit Human Service Providers Coordination Plan has to be updated every 3 years, and the next plan is due next year. Mr. Morris explained that NACOG would take lead of updating this plan.

MOTION

Vice-Chair Cherry motioned to recommend the Executive Board approve presented Service Planning Intergovernmental Agreement between CYMPO and NACOG with updates as discussed at today's meeting and vetted through legal counsel of NACOG and CYMPO. Member Hanks seconded the motion.

VOTE

The vote on the motion was unanimous.

11. REVIEW, DISCUSSION AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF PROGRAMMING SURPLUS APPORTIONMENT OF FY19 HSIP FUNDS

Chris Bridges, CYMPO Administrator

(Task #101)

Mr. Bridges explained CYMPO was made aware of a surplus of \$99,881 HSIP funds remaining due to the cost of the Sign Replacement project coming in below expected amount. Explained that these funds must be used on an eligible HSIP project prior to June 30, 2019 or they will be returned to ADOT. Also noted that Sun Corridor MPO has inquired about transferring HSIP funds for its current HSIP project.

Mr. Bridges also explained that Alvin Stump, ADOT Northwest District Engineer, believes the money could be used to fund turn lanes for the Little Ranch Road project. Mr. Bridges explained the District has an application in for the Little Ranch Road project and could attempt to add the CYMPO surplus funding to this project as a local contribution. Explained this would have to be approved by ADOT finance. Member Davis suggested refraining from transferring funds to another organization without future repayment.

MOTION

Member Davis motioned to recommend the Executive Board approve \$99,881 of surplus HSIP funds be apportioned to the SR89 Little Ranch Road HSIP project. Vice-Chair Cherry seconded the motion.

VOTE

The vote on the motion was unanimous.

12. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF THE CYMPO FY20 TITLE VI PLAN INCLUDING THE PUBLIC INVOLVEMENT PLAN (PIP) AND LIMITED ENGLISH PROFICIENCY PLAN (LEP)

*Chris Bridges, CYMPO Administrator
(Task #401)*

Mr. Bridges explained the ADOT Civil Rights office has been conditionally approved the draft Title VI, PIP, and LEP.

VOTE

Vice-Chair Cherry motioned to recommend the Executive Board approve the CYMPO FY20 Title VI Plan including the Public Involvement Plan and Limited English Proficiency Plan. Member Marbury seconded the motion.

MOTION

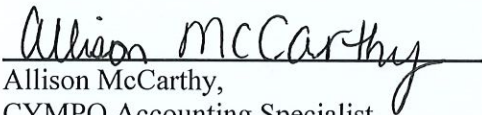
The vote on the motion was unanimous.

13. ADJOURNMENT 9:45 AM

CYMPO endeavors to make all public meetings accessible to persons in need of foreign language assistance or with disabilities. Please call (928) 442-5730 or e-mail Allison.McCarthy@yavapai.us, 72 hours prior to the meeting to request a reasonable accommodation to participate in this meeting.



Ian Mattingly, Chair
CYMPO Technical Advisory Committee
Dated: September 5, 2019



Allison McCarthy,
CYMPO Accounting Specialist
Dated: September 5, 2019