



# MINUTES

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**Technical Advisory Committee**  
**Thursday August 13, 2020**  
**8:00 A.M. – Online Only**

***Members of the Public:*** Please join us for a live stream of the meeting on the CYMPO YouTube page by clicking here or copying and pasting the link: [https://www.youtube.com/channel/UC\\_0DJsFnDysG1hbdUv5V-IA](https://www.youtube.com/channel/UC_0DJsFnDysG1hbdUv5V-IA) or Google “CYMPO YouTube Page”

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## **CYMPO Technical Advisory Committee**

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

### **1. CALL TO ORDER AND ROLL CALL**

Member Hanks absent. No representation from the Prescott National Forest was present. All other members were present.

### **2. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE JULY 2, 2020 SPECIAL MEETING MINUTES OF THE TECHNICAL ADVISORY COMMITTEE (TAC)**

*Chris Bridges, CYMPO Administrator*  
*(Task #100)*

Chairman Cherry noted correction needed to the spelling of Mr. Litterer’s last name.

#### **MOTION**

Member Wennes motioned to approve the July 2, 2020 Special Meeting Minutes of the Technical Advisory Committee (TAC). Vice-Chair Marbury seconded the motion.

#### **VOTE**

The vote on the motion was unanimous.

### **3. AGENCY ANNOUNCEMENTS AND UPDATES**

Mr. Bridges provided update of the 5-Year Phased Transit System project. Acknowledged Ron and Cheri Romley for partnering with Manzanita Outreach to deliver meals.

Updates were provided by the following agencies:

- Frank Marbury, Town of Chino Valley
- Norm Davis, Town of Prescott Valley
- Dan Cherry, Yavapai County

- Ian Mattingly, City of Prescott
- Andrew Roth, ADOT Northwest District
- John Wennes, ADOT MPD
- Jason Berg, Town of Dewey-Humboldt

Member Roth noted that Mr. Litteer will be taking over the ADOT Northwest District TAC seat going forward.

**4. PRESENTATION OF AZGEO CHANGE REQUEST TOOL AND STATEWIDE TRAFFIC COUNT PROJECT**

*Sage Donaldson, James Meyer, Adam Langford, Jothan Samuelson  
ADOT Geographic Information Systems/HPMS*

The ADOT Geographic Information Systems/HPMS team provided presentation to the TAC of the AZGEO Change Request Tool and Statewide Traffic Count project.

**5. REVIEW, DISCUSSION AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF REQUEST FOR PROPOSALS FOR REGIONAL ADAPTIVE SIGNAL CONTROL TECHNOLOGY (ASCT) IMPLEMENTATION AND DEPLOYMENT PLAN**

*Daniel Harmonick, CYMPO Transportation Planner  
(Task #200)*

Mr. Harmonick provided explanation of the draft Request for Proposals (RFP) and noted that revisions were made to better clarify that this is a planning study. Mr. Bridges reviewed the draft document in detail.

Member Wennes questioned if perhaps the project encompassed too large of an area. Mr. Bridges confirmed that feedback he has received has not indicated that the size of the project is too large, but noted that a portion of the Willow Creek/ Miller Valley Road/ Grove Avenue could be removed from the scope of work if needed.

Member Mattingly noted that while there is a benefit to extending the scope to include the four signals between Whipple Street and Gurley Street, if the TAC sees benefit to the project by omitting those signals, the City would be willing to remove those signals from the scope. John Litteer, with the ADOT Northwest District, noted the potential benefit for including the four signals and seeing what responses are provided by consultants.

Mr. Litteer requested clarification on whether a hired vendor would operate the installed software, or if the responsibility would fall to the local agencies. Mr. Litteer noted that this type of system would likely require continual operational maintenance. Mr. Bridges explained there is the option to do it either way and that projects similar to this utilized a Traffic Operations Center that would oversee the continued operations throughout all involved jurisdictions. Mr. Bridges noted that a regional Traffic Operations Center does not currently exist in the CYMPO region. Also explained that the RFP is requesting guidance on the best way to implement continued operations and maintenance and could potentially identify training opportunities to provide to staff at local agencies.

Mr. Litteer requested clarification on the traffic counts and projections that would be required and noted that current traffic does not reflect normal counts due to current conditions resulting from COVID-19.

Member Davis noted the latest traffic counts available for the Town of Prescott Valley are from 2017 and suggested that verbiage in the RFP be modified to request most recent traffic count data instead of requiring data from the last two years. Member Mattingly noted that in recent conversations with consultants, it was mentioned that they may use the data they can access through Streetlight Data. Mr. Litteer suggested modifying the verbiage to indicate that the consultant will identify the data most appropriate to utilize for the analysis.

Member Davis suggested including a task for public involvement in the RFP. Also suggested that a Working Group meeting be scheduled for review of responses to RFP.

**MOTION**

Vice-Chair Marbury motioned to recommend approval to recommend advertisement of Request for Proposals for Regional Adaptive Signal Control Technology (ASCT) Assessment of Need, Benefit and Implementation with noted changes from today’s discussion. Member Mattingly seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**6. REVIEW, DISCUSSION AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF REQUEST FOR QUOTES FOR SR89/ SR89A EASTBOUND ON-RAMP ALTERNATIVE SELECTION REPORT**

*Daniel Harmonick, CYMPO Transportation Planner  
(Task #200)*

Mr. Harmonick reviewed the RFP and noted advertisement will be issued using the CYMPO On-Call Procurement list.

Member Davis suggested postponing the review of the RFP for SR89/SR89A Eastbound On-Ramp Alternative Selection Report for 30 days to allow for needed time to review anticipated submittals for the Regional Adaptive Signal Control Technology (ASCT) Assessment of Need, Benefit and Implementation project.

**MOTION**

Member Davis motioned to recommend that the Request for Quotes for the SR89/SR89A Eastbound On-Ramps Alternative Selection Report be delayed until the October 1<sup>st</sup> TAC meeting for consideration. Chairman Cherry seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**7. REVIEW, DISCUSSION AND POSSIBLE ACTION TO RECOMMEND APPROVAL OF AMENDING THE FY20-24 METROPOLITAN TRANSPORTATION IMPROVEMENT PLAN (MTIP)**

*Daniel Harmonick, CYMPO Transportation Planner  
(Task #100)*

Member Davis excused himself from the meeting.

Mr. Bridges explained that the proposed amendment reflects the final 5310 and 5311 awards amounts on the Transit page of the MTIP.

**MOTION**

Chairman Cherry motioned to recommend approval of amending the FY20-24 Metropolitan Transportation Improvement Plan (MTIP). Vice-Chair Marbury seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**8. ADJOURNMENT 10:00AM**

*CYMPO endeavors to make all public meetings accessible to persons in need of foreign language assistance or with disabilities. However, during these trying times, we will not be able to make those accommodations in person for this meeting but will provide any available information to those requesting it.*