



**CENTRAL YAVAPAI
METROPOLITAN PLANNING ORGANIZATION**

TECHNICAL ADVISORY COMMITTEE

**Thursday, October 4, 2007
8:00 A.M.**

**Prescott Council Chambers
City Hall**

**201 S. Cortez St.
Prescott, AZ 86303**

AGENCY VOTING TAC MEMBERS PRESENT

Chino Valley	Chairman Ron Grittman
Yavapai County	Vice-Chairman Phil Bourdon
ADOT Prescott District	Dallas Hammit
ADOT Transportation Planning Division	Sandra Gilbert
City of Prescott	Craig McConnell
Prescott National Forest	Cynthia Moody
Prescott Valley	Norm Davis

AGENCY REPRESENTATIVES PRESENT (NON-VOTING)

City of Prescott	Councilman Bob Luzius
Dewey-Humboldt	Gloria Gray
State Transportation Board	Bill Feldmeier
Yavapai County	Mike Willett, Chris Bridges, Elise Link

ADDITIONAL ATTENDEES

Asphalt Paving & Supply	Gary Hudder
Citizens	Sandy Willett
DAVA & Associates	Gordon Bowers
DVCA	Walt Matthew
LWVCYC	June Ruth
NAIC	Doris Piatek
Prescott Daily Courier	Cindy Barks

CYMPO STAFF

Program Manager	Joanne Scardina-Barr
Administrative Assistant	Terri Ealy

MEETING MINUTES

- 1. CALL TO ORDER: 8:05 A.M.** **Ron Grittman, Chairman**
Member Sandy Gilbert arrived at 8:10 A.M.
- 2. ROLL CALL – Joanne Scardina Barr, CYMPO Program Manager**

3. **PUBLIC COMMENT:** *The public may comment on individual agenda items, as each item is considered by the TAC, subject to a time limit of three (3) minutes.*

4. **APPROVAL OF MINUTES: September 6, 2007**

MOTION

Member Craig McConnell introduced a motion to approve the Technical Advisory Committee September 6, 2007, meeting minutes. Vice-Chair Phil Bourdon seconded the motion.

VOTE ON THE MOTION

The motion passed unanimously.

5. **CORRIDOR STUDIES REQUEST FOR QUALIFICATIONS (RFQ)**

Phil Bourdon, Yavapai County

State statute mandates that contracts within certain costs parameters must go through a qualifications-based selection process. The Request for Qualifications (RFQ) for the two concurrent corridor studies was sent out for solicitation on Friday, September 21, 2007, to 35 firms with project advertising in the Daily Courier on September 23 and September 30, 2007. The tentative project schedule is as follows and may be adjusted, if warranted:

<u>Monday, September 24, 2007</u>	RFQ posted
<u>Wednesday, October 17, 2007</u>	Pre-Submittal Conference
<u>Wednesday, October 24, 2007</u>	Statement of Qualifications due by noon (12:00pm)
<u>Friday, November 9, 2007</u>	Corridor Studies Working Group reviews Statement of Qualifications and ranks top three firms for presentations/interviews
<u>Wednesday, November 21, 2007</u>	Consultant Presentations/Interviews
<u>Thursday, December 6, 2007</u>	Information and recommendation submitted to the Technical Advisory Committee and Executive Board, meeting in joint session, as appropriate

6. **METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP)**

Sandy Gilbert, ADOT

As a housekeeping item, amendment of the MTIP is required to reflect the shift of FY04 5307 funds from CYMPO to Coconino County (NAIPTA), as authorized by the Executive Board at their June 2007 meeting. These funds have been processed through ADOT and the FTA, enabling this MTIP amendment to go forward.

MOTION

Member Sandy Gilbert introduced a motion to amend the transit component of the FY08-12 MTIP to reflect the transfer of FY04 5307 funds from CYMPO to Coconino (NAIPTA). Vice-Chair Phil Bourdon seconded the motion.

VOTE ON THE MOTION

The motion passed unanimously.

7. TRANSIT TAC (T-TAC)

Norm Davis, Prescott Valley

At their September 19, 2007, meeting the Executive Board approved formation of a Transit Technical Advisory Committee (T-TAC) to consist of representatives of the three member entities who have expressed a desire to proceed toward a local or regional transit system: Prescott Valley, City of Prescott and Yavapai County. This committee will have its own, regularly scheduled, monthly public meetings and report directly to the CYMPO Executive Board.

By direction of the Executive Board, the first order of business for the T-TAC is to provide a draft scope of work for the Transit System Implementation Study for Board consideration at their October 17, 2007, meeting. The Implementation Plan will expand upon the earlier feasibility study by encompassing specific administrative and capital costs, bus routes and other transit enhancements in addition to the current NACOG voucher system.

8. AGENCY UPDATES

ADOT-Prescott District, City of Prescott, Town of Chino Valley, Town of Prescott Valley and Yavapai County TAC members provided brief updates on their projects and items of interest.

9. MISCELLANEOUS ANNOUNCEMENTS & CYMPO UPDATES

- A CYMPO Strategic Planning Work Session is scheduled for October 22, 2007 at 1:00 P.M. at the Prescott Valley Town Hall Community Room #331.
- The Regional Transportation Coordination Planning meeting (AZ Rides program) is scheduled for October 26, 2007, at 9:00 A.M. at the Yavapai County Admin. Bldg., Supervisors Bd. Rm.
- The Safe Routes To School Program, Cycle 2 application period, has commenced with submittals due December 21, 2007. The application materials will be available on the SRTS website in the near future.
- The Transportation Enhancement Review Committee (TERC) is currently meeting in Yuma to review 66 project submittals. The CYMPO region submitted two projects, both from the Town of Prescott Valley.

10. UPCOMING SCHEDULED MEETINGS

- * RFQ Pre-Submittal Conference: Wednesday, October 17, 2007, 1:00 P.M., Yavapai County Supervisors Board Room
- * Executive Board: Wednesday, October 17, 2007, 6:00 P.M., Yavapai County Supervisors Bd. Rm.
- * Uniform Act Workshop: Thursday, October 18, 2007, 8:30 A.M. – 4:30 P.M., Yavapai County Supervisors Board Room.
- * State Transportation Board, Friday, October 19, 2007, Globe, AZ
- * Strategic Planning Work Session: Monday, October 22, 2007, 1:00 P.M., Town of Prescott Valley, Community Room #331.
- * TAC: Thursday, November 1, 2007, 8:00 A.M., Prescott Council Chambers

11. ADJOURN

MOTION

Member Craig McConnell introduced a motion to adjourn the October 4, 2007, Technical Advisory Committee meeting at 8:30 A.M. Vice-Chair Phil Bourdon seconded the motion.

VOTE ON THE MOTION

The motion passed unanimously.