



**CENTRAL YAVAPAI
METROPOLITAN PLANNING ORGANIZATION**

**MULTI-MODAL TECHNICAL ADVISORY COMMITTEE
(M-TAC)**

**Thursday, June 5, 2008
8:00 A.M.**

**Prescott Council Chambers
City Hall**

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

MEETING MINUTES

AGENCY VOTING M-TAC MEMBERS PRESENT

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

AGENCY VOTING M-TAC MEMBERS UNABLE TO ATTEND

Town of Chino Valley	Ron Gritman
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AGENCY REPRESENTATIVES PRESENT (NON-VOTING)

City of Prescott	Councilman Bob Luzius
Yavapai County	Mike Willett, Chris Bridges, Amber Tyson, Kristy Dargue

ADDITIONAL ATTENDEES

CivilTec	Raymond Buether
ERAU	Korina Payne
Prescott Alternative Transportation (PAT)	Lisa Barnes

CYMPO STAFF

Administrator	Jodi Rooney
Program Manager	Joanne Scardina-Barr
Administrative Assistant	Cathie Bethell-Martin

- 1. CALL TO ORDER: 8:00 A.M.** **Phil Bourdon, Chairman**
- 2. ROLL CALL – Joanne Scardina-Barr, CYMPO Program Manager**
- 3. PUBLIC COMMENT:** 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 M-TAC need not request permission in advance and are limited to three (3) minutes. The public may also comment on

individual agenda items, as each item is considered by the M-TAC, subject to a time limit of three (3) minutes.

Al Williams, Prescott resident, requested that during the current transit study, while determining possible transit routes, that park and ride sites and support systems are considered simultaneously. Additionally, other transit systems partner with area employers to provide commuter systems and software within employers' properties.

4. APPROVAL OF MINUTES: May 1, 2008

MOTION

Member Craig McConnell introduced a motion to approve the Multi-Modal Technical Advisory Committee May 1, 2008 meeting minutes. Vice-Chair Norm Davis seconded the motion.

VOTE ON THE MOTION

The motion passed unanimously.

**5. METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP):
FY 09-13 FINAL DRAFT**

Jodi Rooney, CYMPO Administrator

The MTIP recently completed its 30-day public review with only one public comment received from Lisa Barnes, Prescott Alternative Transit. This comment and CYMPO response is included in the Final Draft FY 09-13 MTIP.

A review of the complete Final Draft MTIP, identifying each component, resulted in a few changes for incorporation into the Final Draft which included the transferring of Federal funds to Highways Users Revenue Fund (HURF).

The HURF fund is derived from the State of Arizona taxation on motor fuels and collection of a variety of fees and charges relating to the registration and operation of motor vehicles on the public highways of the state. These collections include gasoline and use fuel taxes, motor carrier taxes, vehicle license taxes, motor vehicle registration fees, and other miscellaneous fees. These revenues are deposited in the Arizona Highway User Revenue Fund (HURF) and are then distributed to the cities, towns and counties and to the State Highway Fund. These taxes represent the primary source of revenues available to the state for highway construction and improvements and other related expenses.

By transferring the Federal funds back to the State for use in State/Federal funded projects, 90% of the original amount is returned by the State in "HURF" funds, avoiding the complex, mandated federal requirements. A formal agreement is executed between the State and requesting agency to guarantee receipt of the HURF funds.

MOTION

Member Craig McConnell introduced a motion to approve the Final Draft FY09-13 Metropolitan Transportation Improvement Program (MTIP), as amended, for Executive Board approval consideration. Vice Chair Norm Davis seconded the motion.

VOTE ON THE MOTION

The motion passed unanimously.

6. REGIONAL PROJECT DEPOSITS ON ACCOUNT

Joanne Scardina-Barr, CYMPO Program Manager

This agenda item contains two elements:

- Element #1: Previous regional project deposits on account, and
- Element #2: Future regional project deposits

Element #1

In January 2006, CYMPO entities provided advance funding to pay for projects outside of the general CYMPO administrative expenses: Regional Transit Study, Capacity Analysis of SR 69, and SR69 Corridor Development Implementation Plan. Only the Regional Transit Study was approved.

As of 5/13/08, project related expenses have totaled approximately \$181,000. After allocating the 20% match percentage to each jurisdiction, account balances were adjusted accordingly.

The City of Prescott (COP) has funded the CYMPO deficit to date: \$20,124.86, for administrative operations. Prior to reimbursement of these account balances to YC, PV, and CV, the City of Prescott Finance Department proposes that this deficit be reimbursed prior to any funds distribution.

Further communications with the COP Finance Department has determined that a full accounting of this deficit along with support documentation through FY08 will be made available after the City of Prescott fiscal year end and audit completion, anticipated in late July or August.

Element #2

For FY2009 and future project funding, the City of Prescott has proposed three (3) local match payment options:

Option 1: CYMPO member jurisdictions provide anticipated matching funds in advance of projects to the City of Prescott.

Option 2: Jurisdictions agree to a monthly, pre-payment invoicing schedule.

Option 3: Jurisdictions agree to a quarterly invoicing, pre-payment schedule.

As CYMPO grows, financial /business processes expand requiring clarification and refinement; a financial reality of running a metropolitan planning organization.

Upon receiving the final deficit information from the City of Prescott from FY2003 through the end of FY2008, this item will be added to a future M-TAC agenda for action consideration in approximately 60 days.

7. AGENCY UPDATES

Agency updates and project/program reviews were provided by ADOT, Yavapai County, City of Prescott, ADOT Prescott District, and Jermaine Hannon, Federal Highways Administration (FHWA), announcing his transfer to another FHWA position with Ed Stillings, identified as CYMPO's new FHWA representative.

8. PROPOSED FUTURE AGENDA ITEMS

As a result of the approved May 21, 2008, Executive Board agenda protocol, the M-TAC and CYMPO staff are required to pre-identify agenda items for upcoming meetings. Those proposed agenda items include:

- Henry Reed, ADOT, AZ Intersection Safety Plan presentation - July 3, 2008, M-TAC meeting
- Strategic Planning discussion and possible action item - July 3, 2008, M-TAC meeting
- Update on State Transportation Board Event - July 3, 2008, M-TAC meeting
- Discussion regarding the M-TAC August meeting deferment – July 3, 2008, M-TAC meeting
- HURF Exchange, Hazard Elimination Study Funding and other available programs presentations by Charlene Fitzgerald and John Dixon, ADOT – September or October, 2008 M-TAC meeting

9. MISCELLANEOUS ANNOUNCEMENTS & CYMPO UPDATES

- Introduction of Cathie Bethell-Martin, new CYMPO Administrative Assistant
- Visioning Workshop, presented by the Federal Highway Administration, June 9, 2008, 9:00 – 2:00 PM, Phoenix, AZ
- Congestion Management Workshop, presented by the Federal Highway Administration, June 10, 2008, 8:30 – 4:30 PM, Phoenix, AZ
- NHI Integrating Freight Into the Transportation Process, web-based program.
- State Transportation Board Event, July 17-18, 2008; By invitation only, State Transportation Board reception/dinner on July 17, 2008, at the Hassayampa Golf Club, and, the State Transportation Board meeting, July 18, 2008, at The Town of Prescott Valley Council Chambers
- The State Transportation Board public meetings on the Transportation Investment Strategy, dates noted below, with 20% for local entities multi-modal transportation use and the 1% sales tax to pay for improvements commencing in January, 2010. The TIME Coalition is taking the lead on this ballot initiative possibly to be placed on the Arizona general election ballot in November, 2008, if signature requirements are met.

10. UPCOMING SCHEDULED MEETINGS

- * State Transportation Board Public Hearing concerning the Statewide Transportation Investment Strategy: Monday, June 9, 2008, Marana, AZ, 5:00 PM – 7:00 PM
- * State Transportation Board Public Hearing concerning the Statewide Transportation Investment Strategy: Wednesday, June 11, 2008, Phoenix, AZ, 5:00 PM – 7:00 PM
- * T-TAC Meeting: Monday, June 13, 2008, 9:00 A.M., PV Conference Community Room #331
(*CYMPO Transit Technical Advisory Committee monthly meeting.*)
- * Executive Board Meeting: Wednesday, June 18, 2008, 6:00 P.M., YC Board of Supervisors Rm
(*CYMPO Executive Board monthly meeting.*)
- * State Transportation Board Public Hearing concerning the Statewide Transportation Investment Strategy: Thursday, June 19, 2008, Tucson, AZ, 9:00 AM – 11:00 AM
- * State Transportation Board: Friday, June 20, 2008, Nogales, AZ
- * M-TAC Meeting: Thursday, July 3, 2008, 8:00 A.M., Prescott City Hall Council Chambers
(*CYMPO Multi-Modal Technical Advisory Committee monthly meeting.*)

11. ADJOURNMENT

MOTION

Member Craig McConnell introduced a motion to adjourn the meeting at 8:57 AM. Vice Chair Davis seconded the motion.

VOTE ON THE MOTION

The motion passed unanimously.