

**TECHNICAL ADVISORY  
COMMITTEE  
REGULAR MEETING MINUTES**

*Local Governments and Citizens Working Together*

**TECHNICAL ADVISORY COMMITTEE (TAC)  
Regular Meeting  
Thursday, December 13, 2018, 9:00 AM**

**Yuma County – Aldrich Auditorium  
2351 West 26th Street  
Yuma, Arizona 85364**

**YMPO TAC MEMBERS**

- Chairwoman Jennifer Albers, Principal Planner, City of Yuma
- Vice-Chair Maggie Castro, Planning & Zoning Director, Yuma County
- Member Samuel Palacios, Public Works Director, City of Somerton
- Member Mark Hoffman, Senior Planner, ADOT
- Member Susan Cowey, CIP Administrator, City of Yuma
- Member Joseph Grant, Public Works Director, Town of Wellton
- Member Frank Sanchez, Interim County Engineer, Yuma County
- Member Eulogio Vera, Public Works Director City of San Luis
- Member Jeff Kramer, City Engineer, City of Yuma

**YMPO TAC MEMBERS ABSENT**

- Member Omar Heredia, Planner, Cocopah Indian Tribe

**YMPO STAFF PRESENT**

- Senior Planning/Mobility Manager Charles Gutierrez
- Administrative Assistant Melissa Ramos
- Associate Planner De' Laurien McKenzie

**1. Call to Order and Declaration of Votes**

YMPO TAC Chairwoman, Jennifer Albers, called the meeting to order at 9:01 am. The City of Yuma declaration of votes: Jeff Kramer, 2 votes; Susan Cowey, 2 votes; and Jennifer Albers, 1 vote.

**2. Call to the Public**

This item is to provide an opportunity for comments by the public. Individuals wishing to address the committee need not request permission in advance and are limited to three (3) minutes.

Gene Dalbey greeted everyone present.

3. **Approval of Minutes ..... Discussion and Possible Action**  
Chairwoman Jennifer Albers wanted the minutes of November 8, 2018 to note that item 4 **YMPO Activity** happened before the meeting began and no action was taken.

Jeff Kramer motioned to approve the November 8, 2018 with changes noted.

Susan Cowey seconded.

Motioned carried unanimously

4. **YMPO Safety Plan Update ..... Information and Discussion**  
Mike Blankenship with Greenlight Traffic Engineering gave a brief update. In January 2019 ADOT will open the HSIP application process. There will be 70 million dollars, of HSIP funds, available. Once the HSIP applications process opens agencies have three to four months to complete their applications. Mike Blankenship has met with the City of Yuma to discuss potential HSIP projects. Mike Blankenship plans on meeting with other YMPO region agencies to discuss their potential HSIP projects.

5. **YMPO Traffic Count Network Study Kick-off ..... Discussion or Possible Action**  
Kimley-Horn will present to the TAC the Traffic Count Network Study and discuss the study and details. Kimley-Horn has received the Notice to Proceed and are here to present the Traffic Count Study.  
Brent Crowther and Chris Johannes are present from Kimley-Horn. There are a few changes that are being recommended to the Scope of Work. The end product will be current and future locations, HPMS Data, and mapping documents with an organized and improved network system.

- Task 1 Study Initiation and Administration 11/12/2018 – 12/21/2018
  - Project Management Plan 11/12/2018 – 12/21/2018
- Task 2 Public Involvement Plan 12/6/2018 – 12/13/2018
  - TAC Meeting #1/Kick-Off 12/13/2018 – 12/13/2018
- Task 3 Existing and Future Conditions 12/14/2018 – 2/4/2019
  - Collect Background Information 12/14/2018 – 2/14/2019
  - Network Inventory 12/14/2018 -2/14/2019
  - Planning Document Review 12/14/2018 – 2/14/219
- Task 4 Definition of the Future Network and Growth Areas 12/14/2018 – 2/14/2019
  - TAC Meeting #2 2/14/2019 – 2/14/2019
- Task 5 Evaluation of Modeling Enhancements 2/15/2019 – 3/4/2019
- Task 6 Final Traffic Count Methodology Development 2/15/2019 – 3/14/2019
  - Traffic Count Methodology 2/15/2019 – 3/14/2019
  - Traffic Count Technology Research and Recommendations

2/15/2019 – 3/14/2019

- Task 7 Final Traffic Count Network Plan 4/18/2019 – 5/8/2019
  - TAC Meeting #4 (as needed) 6/13/2019 – 6/19/219

6. **STBG Funds and the TIP ..... Information and Discussion**

YMPO will update the funding for the TIP in the future Years and begin the process of the creation of the FY 2019-23/24 TIP. YMPO will be giving out the Mini DCR to the TAC at the next TAC meeting and there are approximately \$1,025,000 currently programmed each year. This will be the number that you will use for project selection.

If a project is in the RTP then the Air Quality Analysis is not required unless Capacity growth is made.

It will be a 2-year TIP but will be a four-year TIP for Air Quality and RTP.

Information will be given to the TAC and YMPO will have the current TIP on the YMPO Website.

7. **Unified Planning Work Program/Budget ..... Information and Discussion**

Charles Gutierrez presented the two-year UPWP/B to the TAC. YMPO has three studies starting in July 2019. The studies are the Pavement Management Study, Intelligent Transportation System Framework Study, and the Rail Corridor Alignment/Heavy Freight Study. YMPO, for YCIPTA, has also applied for 5307 funds for the Short-Range Transit Plan. YMPO will also aid in an Origin and Destination Study for the City of San Luis, more information will be given once it is available.

8. **Transit Asset Management Plan ..... Discussion and Action**

Charles Gutierrez presented a copy of YCIPTA's Transit Asset Management Plan (TAMP), as one of the new Transportation Performance Measures approved by the Executive Board at the November 1, 2018 meeting. This is an inventory of transit assets and a brief plan that outlines expected acquisitions.

Maggie Castro motioned to recommend approval from the YMPO Executive Board of the Transit Asset Management Plan as presented.

Joe Grant seconded

Motioned carried unanimously

9. **Possible Air Quality Policy for Paving of Unpaved Roads ..... Information, Discussion, and Possible Action**

This item will be brought back during the next TAC meeting. No action was taken.

- 10. **2019 TAC Officers and Tentative Schedule..... Information and Discussion**  
Due to the Elections the member structure might change for 2019. This item will be brought back for information, discussion, and action after the YMPO Executive Board elects their officers.
  
- 11. **Project Updates ..... Information and Discussion**  
YMPO staff had no updates.  
ADOT- PARA program no updates available. Off System Bridge Program- call for projects will be sent out, in a week and half, to the COG's and MPO's. More information can be found on the ADOT website ( [www.azdot.gov](http://www.azdot.gov)) under the Business tab, scroll down to Programs and Partnerships, click on Local Public Agency and click on the One-Stop Shop tab.
  
- 12. **In-kind Match Forms ..... Information and Discussion**  
Blank In-Kind Match forms can also be found on the YMPO website. (ympo.org)
  
- 13. **TAC Status Reports..... Information and Discussion**  
Member agencies had the opportunity to report the status of their projects (Local or Federal).

Town of Wellton:

**Coyote Wash Bridge-** This projects IGA has been completed.

Yuma County:

**County 14th Street overlay, Avenue A to Avenue D.-** This project is 95% completed. This projects status will remain at 95% until March 2019. In March 2019, the chip seal will be completed.

City of San Luis:

**Juan Sanchez Boulevard-** Working on the environmental.

City of Yuma:

**1st Avenue, 16th Street to Orange-** The project is out for bids.

**16th Street, Avenue B to Avenue C-** This project is begin reviewed as a potential HIPR vs cold mill and fill. The projects schedule is summer vs winter, pending on HIPR decision.

**Avenue 9E Bike Lanes, North Frontage Road to 24th Street-** The final plans are being prepared to provide JOC contractor for final proposal. Anticipate construction in Spring 2019.

**4th Avenue, 32nd Street to 40th Street-** The pavement removal is completed, and NB base material has been placed. There will be only one-way SB traffic, with detours. Anticipate construction lasting into March 2019.

**Hotel Del Sol Multi-Modal Transportation Center-** This project was not awarded.

**Avenue 6E Multi-use Path, 42nd Street to 46th Street-** Projects constructs a 10' wide

pathway on the east side of Avenue 6E at with a pedestrian hybrid beacon for crossing at 44<sup>th</sup> Place. Finalizing plans and specs. Will provide to JOC contractor for price proposal in mid-January.

**34<sup>th</sup> Street, Avenue 6E to Avenue 61/4E-** The design has begun for half street improvements plus a NB right-turn lane on Avenue 6E at 34<sup>th</sup> Street for the planned VA assisted living facility. The city of Yuma's staff is designing the improvements for the VA.

**Arizona Avenue, 32<sup>nd</sup> Street to 40<sup>th</sup> Street-** 60% design underway, project reconstructs existing pavement and may add turn lanes. Anticipate construction in fall 2020.

**LED Streetlight Conversion-** the project is underway. Residential lighting complete. Contractor is working on arterials. Anticipate completion by the end of December:

City of Somerton:

**Cesar Chavez Main Street to Jefferson-** This project is at 65% plans and design.

ADOT:

No updates were available.

Cocopah Indian Tribe:

No updates were available.

**14. Future Agenda Items ..... Discussion**

Members had the opportunity to suggest future items for the TAC agenda.

- A. Functional Classification.
- B. TIP Amendments
- C. Roads and Streets in Tucson on April 17-19, 2019. YMPO has offered to pay all travel expenses (food, hotel, registration, and transportation) for TAC members.

**15. Progress Reports ..... Discussion**

YMPO staff will supply a summary of recent activities.

- A. November 8 – YMPO TAC Meeting, Paul Ward, Charles Gutierrez, Melissa Ramos, De'Laurien McKenzie attended
- B. November 8 – Yuma Bike Coalition Board Meeting, Charles Gutierrez and De'Laurien McKenzie attended.
- C. November 8 – Yuma County Open House for County 14th St Improvements, Charles Gutierrez attended
- D. November 16– State Transportation Board Meeting, Paul Ward attended.
- E. November 28 – TRB Webinar: Changes in Demographics and Markets for Public Transportation, Melissa Ramos attended
- F. November 29 – Yuma County Chamber of Commerce, Paul Ward Attended
- G. November 5 – Mapping the Desert (AWC GIS), Paul Ward, Charles Gutierrez, and De'Laurien McKenzie attended
- H. November 6 – Mobility Managers Meeting, Charles Gutierrez attended

I. ADOT/YMPO Coordination Meeting, Paul Ward and Charles Gutierrez attended

**16. Adjournment**

The TAC Meeting was adjourned at 10:23 am by Chairwomen Jennifer Albers.

*Notice: In accordance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, YMPO does not discriminate on the basis of disability in the admission of or access to, or treatment or employment in, its programs, activities, or services. For information regarding rights and provisions of the ADA or Section 504, or to request reasonable accommodations for participation in YMPO programs, activities, or services, contact Paul Ward or Charles Gutierrez at 928-783-8911.*

Minutes Prepared By:

Minutes Submitted by:

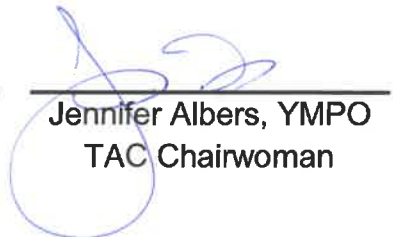
Minutes approved by:



Melissa Ramos, YMPO  
Administrative Assistant



Charles Gutierrez, YMPO  
Senior Planning Manager



Jennifer Albers, YMPO  
TAC Chairwoman