



# Technical Subcommittee Meeting

August 8, 2018

Yavapai County Public Works Ready Room ♦ Camp Verde, AZ

MEMBER NAME	ENTITY	PRESENT	ABSENT	STAFF NAME	
Margie RS Begay	Navajo Nation		X	Jason James	
Bill Bess	Navajo County		X	Tod Morris (phone)	
Terry Cooper	Town of Snowflake		X	Cindy Binkley	
Candace Gallagher	Town of Jerome		X		
Tim Dalegowski	Coconino County		X		
Andy Dickey	City of Sedona	X			
Mahar Hazine	Town of Clarkdale	X			
Shane Hemesath	City of Show Low	X			
Michael Lomayaktewa	Hopi Tribe		X		
Ron Long	Town of Camp Verde	X			
Gus Lundberg	Town of Taylor		X		
Roland Maldonado	Kaibab Paiute Tribe		X		
Roger McCormick	Yavapai County	X			
Matthew Patterson	Town of Pinetop-Lakeside	X			
Paul Ramsey	City of St. Johns		X		
Tim Rasmussen	Town of Springerville		X		
Bruce Ray	Town of Eagar	X			
Caleb Lanting	City of Holbrook/City of Page	X			
David Swietanski	Apache County		X		
Robert Winiecke	City of Cottonwood	X			
John Wennes	ADOT MPD	X			
Kyle Christiansen	City of Page		X		
Mark Woodson	City of Winslow/Town of Tusayan/City of Williams	X			
Phillip Cushman	Town of Fredonia		X		

## I. Introductions

Chairman Shane Hemesath called the meeting to order at 10:05 A.M. Self-introductions were made. A quorum was present.

## II. Approval of June 2018 Minutes

Chairman Hemesath asked for any corrections to the June 6, 2018 meeting minutes. Hearing none, he asked for a motion to approve.

**Mark Woodson moved to approve the June 6, 2018 meeting minutes as presented, seconded by Roger McCormick. Motion passed unanimously.**

## III. Call to the Audience

There were no comments from the audience.

#### **IV. Federal & State Updates**

##### **A. Federal & State Legislative Update**

Kevin Adam reported that at the federal level, the Administration wanted to make a significant increase to defense spending. In order to get that passed through Congress, a compromise took place to move forward with an increase to domestic spending, including transportation. Federal transportation programs have been funded at their fully-authorized levels. In addition, lawmakers included an additional increase of 2.5% on top of the authorized levels. Over the next two years, this could equate to an approximate 10% total increase in funding.

The revenue that flows into the Highway Trust Fund still is not adequate to cover expenditures levels. The HTF is expected to reach insolvency again in 2020, unless a permanent revenue increase is identified and enacted.

At the state level, public revenues continue to increase. This creates a favorable environment for encouraging lawmakers to stop diversions from the HURF.

##### **B. ADOT Right of Way Group**

Jason James provided a handout from ADOT Right of Way that includes contact information, ROW certification forms, and the annual ROW forms.

Matt Tolman told the Technical Subcommittee members with projects that involve the Land Department, the Tribes, or State Trust Lands to involve the other entities early on in the process. ADOT ROW has liaison staff to assist local governments in their coordination with these other agencies.

The Right of Way project management section is responsible for the ROW project coordination, property valuation/appraisal, and oversight of local right of way activities.

The oversight of ROW activities is a requirement of ADOT's Stewardship and Oversight Responsibilities with the FHWA. Oversight responsibilities include working with local governments on the acquisition of real property interest and providing training to local staff as needed.

Matt provided an outline of the changes made to Title 23 under its recent update, which became effective in September 2017.

##### **C. ADOT MPD Updates**

John Winters announced that he has replaced Dan Gabiou as the Regional Transportation Planner for the NACOG region. He previously worked in ADOT's Environmental Planning department.

##### **D. ADOT LPA Group**

Tricia Lewis made the LPA group report.

##### **Project Initiation Overview**

The LPA section provides guidance with federally funded projects. They provide assistance with federal funding as well as monitoring and training.

The LPA section helps facilitate with the assignment of a Project Manager, a Federal ID number, and coordinate within the technical groups at ADOT.

Once a project is submitted to ADOT LPA for initiation, it is forwarded to a Project Manager, the COG/MPO, and ADOT's technical groups. The local agency then receives an establishment letter that includes the project ID number and authorization to proceed with the project.

A project initiation letter should include the project name, functional classification, description of the work to be performed, project type, project limits and the type of funding to be used. Additional information needed: a project location map that includes the beginning and ending termini. Required attachments:

- ADOT project data sheets
- Legible copy of the TIP
- Scoping letter with supporting documentation

Tricia gave an overview of the project initiation documents, and how a project bank is set up by ADOT.

#### **Program Updates**

ADOT is finalizing the return of the Off-system Bridge Program. It will be a competitive program, with approximately \$4 million available per year statewide. The FY20 call for projects will be announced in October. Awards will be made in March 2019.

#### **E. ADOT Northcentral/Northwest District Report**

Brenden Foley reported on current and upcoming activity in ADOT's Northcentral District.

Deborah Miller reported on current and upcoming activity in ADOT's Northwest District.

Ed Wilson reported on current and upcoming activity in ADOT's Northeast District.

#### **F. ADOT Data Management Section – Date Collection & Functional Classification**

Adam Langford reported that ADOT staff is working to apply the FHWA functional classification update statewide. This is being done by reviewing all roadways in the state and comparing them against the federal criteria.

ADOT has performed a manual review of aerial imagery, focusing on evaluation of visible characteristics. The next step in the rebalancing process is for the local agencies to review the proposed functional classification changes and provide local input/context to validate and refine the proposed changes.

Adam provided a demonstration of the local spreadsheet review process. Local staff should review the row entries in the spreadsheet for their jurisdictions against the map links, comment on approval or disagreement and return the spreadsheet to ADOT by the first week in September. The goal is for FHWA to approve the state's changes by December 31.

#### **G. FHWA – Arizona Division Report**

There was no FHWA AZ Division report presented today.

#### **H. Other**

There were no other federal and state items presented.

## **V. Public Transportation Program**

### **A. Status of 2018 FTA Section 5310 Grant Program**

Preliminary awards for the 5310 grant program were announced in June. Transportation programs in the NACOG region collectively received over \$800,000 in FTA 5310 funds. An additional \$45,000 may be awarded, pending the availability of surplus operating funds from previous grant years.

Eight transit agencies in the NACOG region collectively received over \$5 million in FTA 5310 funds. Seven of these agencies have received 5311 funding before, with the City of Winslow being a first-time recipient. 5311 awards are based on a two-year funding cycle with the next opportunity occurring in 2020.

### **B. Status of Regional Passenger Transportation Study**

The Passenger Transportation Study has completed the stakeholder outreach and evaluation of existing conditions phase.

The next stage in the study will be to recommend strategies and identify priority corridors based on the plan's findings. Some of the needs/issues identified so far include:

- Many gaps in service
- A need for the coordination of services
- A lack of connectivity
- A lack of dependable/consistent service
- A need for comprehensive transit information

Recommendations to address these areas will be reviewed and revised in coordination with regional stakeholders before being included in the final draft of the plan. Staff encouraged the committee members to provide input for the plan. Those interested in participating should contact Jennifer O'Connor at [joconnor@nacog.org](mailto:joconnor@nacog.org).

### **C. Other**

There were no other public transportation program items presented.

## **VI. Transportation Investment Plan (TIP)**

### **A. ADOT LPA Group – Project Status Update**

Tricia Lewis told the Technical Subcommittee that she is the PM for HURF projects. She provided a status update of NACOG projects.

- Apache County – Stanford Drive: There is nothing in the LPA system for this project.
- Coconino County – Mormon Lake Road: FY19 project has not initiated yet.
- Town of Pinetop-Lakeside-Billy Creek Bridge: Has not been initiated yet by the local agency.
- City of Page – Vista Avenue Rehab: Changing over to HURF.
- City of Williams – Grand Canyon Boulevard: Tricia is working with Woodson on this project.
- City of Winslow – Route 66 Renaissance Streetscape: The paperwork is being created.
- Town of Snowflake – Stage 4 expected at the end of July, the bid-ready date at the end of August.
- Town of Taylor – The FY18 project has been moved to FY20.
- Town of Jerome – Drainage Improvements: Tricia hasn't seen any information on this project.
- City of Sedona – Sanborn/Thunder Mountain Road: Should be coming in soon.

**B. Review High Priority Project Development Schedules**

No project development schedules were presented.

**C. Review and Possible Action to Approve FY18-23 TIP Amendment 7**

There are three projects included in today's request for TIP amendment:

- City of Cottonwood, Mingus Avenue Reconstruction: This request is for additional funding in the amount of \$120,000. The purpose of this funding is to cover additional costs incurred by the road project due to overages on traffic control related items. Funding is to come from FY18 sub-regional carry forward.

***Mark Woodson moved to approve the City of Cottonwood request for TIP amendment as presented, seconded by Roger McCormick. Motion passed unanimously.***

- City of Page, Vista Avenue Pavement Rehabilitation: This amendment request is to convert Federal-aid funding for the project's design and construction to the Highway User Revenue Fund (HURF) Exchange.

***Mark Woodson moved to approve the City of Page request for TIP amendment as presented, seconded by Ron Long. Motion passed unanimously.***

- City of Winslow, North Road: This amendment request is to convert Federal-aid funding for the project's construction phase to the HURF Exchange.

***Andy Dickey moved to approve the City of Winslow request for TIP amendment as presented, seconded by Caleb Lanting. Motion passed unanimously.***

**D. Update on Regional Fund Balances and Management Strategies**

Jason James reported that with today's TIP Amendment for Cottonwood, the bid savings for FY18 have all been used. The remaining moneys in FY18 will carry forward to FY19.

Staff has gotten a loan approved to take \$375,000 from FY19 and move it to FY20. A loan is pending to move \$315,000 from FY19 to FY23.

The City of Holbrook currently has the only un-programmed funding in the TIP. They have design scheduled for FY20 and construction scheduled for FY22. Caleb Lanting reported that the City of Holbrook is not going to proceed with their project. Jason James noted that those funds would revert back to the Navajo Sub-region.

**E. Other**

There were no other Transportation Investment Plan items presented.

**VII. Highway Safety Improvement Program (HSIP)**

**A. FY21-22 HSIP Call for Projects**

The last round of HSIP applications have been reviewed by the committee at ADOT's HSIP and Traffic Safety Section. There were three projects approved in the NACOG region.

- The Hopi Tribe
- Yavapai County – Cornville Road
- Apache County – CR 3148 and US60

Because amounts requested exceeded the amounts programmed for FY21-22, ADOT decided that projects must have a BC ratio of 3.9 and higher to receive funding.

Once the authorization letters has been received from ADOT, the approved projects will be added to the NACOG TIP via administrative amendment.

**B. Update on Sign Panel Replacement Project - Phase 3**

Phase 3 includes sign panel replacements for the Navajo Nation and Hopi Tribe. The project contract is scheduled for State Transportation Board approval in September. Installation of signs is expected to occur in February-March 2019.

**C. Other**

There were no other HSIP items presented.

**VIII. Miscellaneous Reports**

**A. 2020 Census Update**

The LUCA process has been completed and data has been submitted to the Census Bureau. Complete Count Committees are starting to form in individual areas.

**B. Other**

Tricia Lewis reported that the SR 260 project should be completed by November.

The FHWA update will be distributed via email in a memo from Jason James.

Information on other grant opportunities has been included in the meeting packet. Members with questions can contact Jason James.

**IX. Important Meeting Dates, Deadlines**

Jason James announced the following dates and deadlines:

- A. August 27, 2018: Coconino County Census Meeting, Flagstaff**
- B. August 28-30, 2018: Southwest Tribal Transportation Workshop, Pueblo of Ohkay Owingeh**
- C. August 30, 2018: NACOG Regional Council, Clarkdale**
- D. September 3, 2018: Flagstaff City – Coconino County Census Meeting, Flagstaff**
- E. September 19-21, 2018: AGIC Geospatial Education & Training Symposium, Prescott**
- F. October 1, 2018: Flagstaff City – Coconino County Census Meeting, Flagstaff**
- G. October 3, 2018: NACOG TSC Meeting, Holbrook**
- H. October 24-26, 2018: Arizona Rural Transportation Summit, Lake Havasu City**
- I. November 1, 2018: NACOG Regional Council, Flagstaff**
- J. November 5, 2018: Flagstaff City – Coconino County Census Meeting, Flagstaff**
- K. December 3, 2018: Flagstaff City – Coconino County Census Meeting, Flagstaff**
- L. December 5, 2018: NACOG TSC Meeting, Flagstaff**

**X. Adjourn**

Chairman Hemesath asked if there were any further items for discussion. Hearing none, he asked for a motion to adjourn the meeting.

***Roger McCormick moved to adjourn the meeting, seconded by Ron Long. Motion passed unanimously.***

***Chairman Shane Hemesath adjourned the August 8, 2018 meeting of the NACOG Technical Subcommittee at 12:00 P.M.***