



# MINUTES

Executive Board  
Regular Meeting  
Wednesday, March 20, 2019  
**3:00 PM**

Yavapai County Administration Building  
Board of Supervisors Chambers  
1015 Fair Street  
Prescott, Arizona

## CYMPO Executive Board

Chair	Billie Orr, City of Prescott
Vice-Chair	Mike Best, Town of Chino Valley
Secretary/Treasurer	Terry Nolan, Town of Dewey-Humboldt
Member	Mary Mallory, Councilwoman, Town of Prescott Valley
Member	Craig L. Brown, Yavapai County Supervisor
Member	Alvin Stump, ADOT Representative

### 1. CALL TO ORDER AND ROLL CALL

Member Brown - absent

### 2. PLEDGE OF ALLEGIANCE

### 3. CALL TO THE PUBLIC:

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 Board need not request permission in advance and are limited to three (3) minutes.

### 4. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE FEBRUARY 13, 2019 EXECUTIVE BOARD MEETING MINUTES

*Chris Bridges, CYMPO Administrator*  
(Task #102)

#### MOTION

Secretary/Treasurer Nolan presented a motion to approve the February 13, 2019 regular meeting minutes of the CYMPO Executive Board. The motion was seconded by Vice-Chair proxy Mendoza.

#### VOTE ON THE MOTION

The vote on the motion was unanimous.

### 5. AGENCY ANNOUNCEMENTS AND UPDATES

Mr. Bridges explained implementation of CYMPOengage.org website and reviewed extent of comments received thus far. Madam Chair Orr suggested contacting Cindy Barks with The Daily Courier to report of success of article. Mr. Bridges explained CYMPO staff and AECOM will attend Yavapai College Job Fair next Wednesday, March 27 to collect additional public input for 2045 Regional Transportation Plan. Staff and AECOM will also be attending Home Show in May. Madam Chair Orr suggested CYMPO attend council meetings to provide information about the public input tool.

Norm Davis, Town of Prescott Valley and member of Technical Advisory Committee (TAC), explained Prescott Valley will be including information about the public input tool in the newsletter enclosed with utilities invoices.

**6. REVIEW, DISCUSSION AND POSSIBLE ACTION OF THE 2019 STRATEGIC PLANNING WORKSHOP**

*Chris Bridges, CYMPO Administrator*

*(Task #300)*

Mr. Bridges reviewed summary of 2019 Strategic Planning Workshop.

**7. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE AMENDMENT TO UPDATE APPENDIX H OF THE COORDINATED PUBLIC TRANSIT – HUMAN SERVICES TRANSPORTATION PLAN FOR YAVAPAI COUNTY**

*Chris Bridges, CYMPO Administrator*

*(Task #600)*

Mr. Bridges explained updates have been made to Appendix H of the Coordinated Public Transit – Human Services Transportation Plan for Yavapai County to include changes made since the 2018 update. Mr. Harmonick provided detailed explanation of changes made to the document.

**MOTION**

Member Mallory motioned to approve the amendment to update Appendix H of the Coordinated Public Transit – Human Services Transportation Plan. Secretary/Treasurer Nolan seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**8. REVIEW, DISCUSSION AND POSSIBLE ACTION OF POTENTIAL PARTNERSHIP WITH FLAGSTAFF MPO AND NACOG FOR FY23 REGIONAL SAFETY PLAN AND POSSIBLE HSIP APPLICATION**

*Chris Bridges, CYMPO Administrator*

*(Task #102)*

Mr. Bridges explained CYMPO is required to update its Regional Safety Plan every five years, and that Flagstaff MPO and NACOG are looking to partner in updating the regional plan in FY23. Mr. Bridges noted that the estimated cost of the FY23 Regional Safety Plan is anticipated to be \$350,000 with a \$21,000 match requirement that will be split between Flagstaff MPO, NACOG, and CYMPO.

**MOTION**

Secretary/Treasurer Nolan motioned to approve entering into partnership with Flagstaff MPO and NACOG for FY23 Regional Safety Plan and possible HSIP application. Vice-Chair proxy Mendoza seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**9. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE AMENDMENTS TO THE FY19 UPWP AND FY19-23 MTIP**

*Chris Bridges, CYMPO Administrator*

*(Task #101 & #200)*

Mr. Bridges explained Sierra Vista MPO is willing to loan CYMPO \$10,000 of FY19 STBG funds to be repaid in FY20. These funds will resolve a 4-month gap in funding of the Distracted Driving Campaign that has been extended for an additional 12-month period.

Mr. Bridges explained ADOT is no longer accepting in-kind match outside of volunteer time for the 5310 Mobility Management grant. In order to avoid billing member agencies for cash match, CYMPO is looking to reallocate budgeted 5310 funds to 5305d funds.



Mr. Bridges explained CYMPO Technical Advisory Committee met twice in March to discuss potential amendments to FY19-23 MTIP to accommodate Pavement Preservation project on SR89 south of Phippen roundabout to Willow Lake Road. Explained that pavement in the stretch of SR89 is in urgent need of re-pavement prior to monsoon season. Mr. Bridges noted original Joint Project Agreement between ADOT, Yavapai County, and City of Prescott formed in 2011 which outlined before the City of Prescott takes over the SR89 segment, maintenance improvements would be made.

Mr. Bridges explained CYMPO is looking to move \$350,000 STBG funds to FY19 for HURF Exchange project for 3-inch mill and fill. Yavapai County is contributing \$250,000. Mr. Bridges explained that the \$350,000 moved to FY19 would come back to CYMPO from ADOT in the form of the SR89 Road 1 North Traffic Signal.

Mr. Bridges explained if agreement does not happen soon enough, the FY19 funds will be moved back to FY20. Explained risk of losing pavement during monsoon season.

Member Stump emphasized this agreement keeps \$350,000 in the region.

Frank Marbury, with the Town of Chino Valley and CYMPO TAC, explained Town of Chino Valley could potentially contribute up to \$30,000 to meet match requirement.

## **MOTION**

Vice-Chair proxy Mendoza motioned to approve the following amendments to the FY19 UPWP:

- Add \$10,000 STBG funds to FY19 to Distracted Driving Campaign (to be repaid in FY2020), and explanation of loan between Sierra Vista MPO and CYMPO
- Under Task 102 Administration: Move \$5,000 from 5310 to 5305d
- Under Work Element 200 MTIP: Move \$1,000 from 5310 to 5305d
- Under Work Element 300 RTP: Move \$500 from 5310 to 5305d
- Under Work Element 500: Coordinated Mobility Management: Move \$26,850 from 5310 to 5305d

And

Motioned to approve the following amendments to the FY19-23 MTIP:

- Add project titled “SR89 Pavement Preservation – HURF Exchange”
- Move \$350,000 STBG from FY20 SR69 to FY19 SR89 Pavement Preservation – HURF Exchange
- Move \$185,000 STBG from FY22 Planning Studies to FY20 SR89 Road 1 North Traffic Signal
- Add \$10,000 STBG funds to FY19 to Distracted Driving Campaign and remove \$10,000 STBG funds from FY20 for repayment to Sierra Vista MPO

Secretary/Treasurer Nolan seconded the motion.

## **VOTE**

Member Stump abstained from vote. Remaining votes were unanimous.

Ian Mattingly, with the City of Prescott and Chairman of CYMPO TAC, explained total cost estimate of SR89 Pavement Preservation project is between \$1.1 and \$1.2 million. Explained \$315,000 will come from CYMPO, \$250,000 from Yavapai County, and remaining from the City of Prescott.

**PUBLIC HEARING**

**10. CALL TO THE PUBLIC FOR COMMENT ON THE DRAFT FY 2020-2021 UNIFIED PLANNING WORK PROGRAM (UPWP)**

This is an opportunity for citizens to discuss items of interest regarding the Draft FY20-21 Work Program  
No comments were received.

**MOTION**

Secretary/Treasurer Nolan motioned to close public hearing. Member Mallory seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**11. CALL TO THE PUBLIC FOR COMMENT ON THE DRAFT 2020-2024 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP)**

This is an opportunity for citizens to discuss items of interest regarding the Draft 2020-2024 Metropolitan Transportation Improvement Program (MTIP)  
No comments were received.

**MOTION**

Vice-Chair proxy Mendoza motioned to close public hearing. Secretary/Treasurer Nolan seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**REGULAR MEETING AGENDA**

**12. REVIEW, DISCUSSION AND POSSIBLE ACTION OF THE FY 2020-2021 DRAFT UNIFIED PLANNING WORK PROGRAM (UPWP)**

*Chris Bridges, CYMPO Administrator  
(Task #101)*

Mr. Bridges explained Maricopa Association of Governments (MAG) is pursuing a grant from the Weinberg Foundation, and if awarded CYMPO would have opportunity to partner with MAG for “Age Friendly Network” project. CYMPO would potentially contribute \$50,000 5310 funds to hire technical staff for this project. Mr. Bridges explained remaining \$40,000 could potentially be used in partnership with NACOG to fund a part-time mobility manager position. Should MAG not receive the Weinberg Foundation grant, the full \$90,000 would be used on the NACOG partnership.

**13. REVIEW, DISCUSSION AND POSSIBLE ACTION OF THE 2020-2024 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP)**

*Chris Bridges, CYMPO Administrator  
(Task #200)*

Mr. Bridges provided overview of modifications to be made to FY20-24 MTIP as result of amendments approved for FY19-23 MTIP.

**14. ADJOURNMENT 3:40 PM**

*CYMPO endeavors to make all public meetings accessible to persons in need of foreign language assistance or with disabilities. Please call (928) 442-5730 or e-mail Allison.McCarthy@yavapai.us, **72 hours** prior to the meeting to request a reasonable accommodation to participate in this meeting.*



Executive Board –Meeting Minutes

March 20, 2019

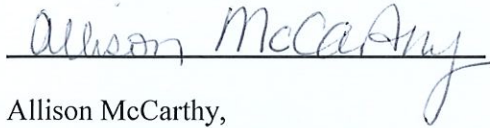
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A handwritten signature in black ink, appearing to read "Billie Orr", written over a horizontal line.

Billie Orr, Chair

CYMPO Executive Board

Dated: April 30, 2019

A handwritten signature in black ink, appearing to read "Allison McCarthy", written over a horizontal line.

Allison McCarthy,

CYMPO Accounting Specialist

Dated: April 30, 2019