



Minutes

**Executive Board
Regular Meeting
Wednesday, March 21, 2012
6:00 PM**

**Yavapai County Administrative Bldg.
1015 Fair Street
Prescott, AZ 86305**

BOARD MEMBERS IN ATTENDANCE

Chairwoman	Patty Lasker, Vice Mayor, Town of Prescott Valley
Vice-Chairman	Darryl Croft, Councilman, Town of Chino Valley
Secretary/Treasurer	Chris Kuknyo, Councilman, City of Prescott
Member	Mark McBrady, Vice Mayor, Town of Dewey-Humboldt
Proxy Member	Thomas "Tom" Thurman, Yavapai County Supervisor Dist. 2

BOARD MEMBERS NOT IN ATTENDANCE

Member	Carol Springer, Yavapai County Supervisor, District 1
Member	William "Bill" Feldmeier, State Transportation Board

CYMPO STAFF IN ATTENDANCE

CYMPO Administrator	Chris Bridges
CYMPO Program Coordinator	Jean Knight

ADDITIONAL ATTENDEES

Yavapai County	Mike Willett
Town of Prescott Valley	Councilwoman Mallory
City of Prescott	Craig McConnell
Town of Chino Valley	Richard Straub
Citizens	Sandy Willett
Prescott Newspapers	Cindy Barks

1. CALL TO ORDER AND ROLL CALL

Chairwoman Lasker called the meeting to order at 6 PM. Jean Knight, Program Coordinator performed roll call.

2. ANNOUNCEMENTS AND CYMPO UPDATES

Chris Bridges made the following announcements:

- Transportation Enhancement Grant training is Monday, March 26th, 9 AM at the County Board of Supervisor's room on Fair Street.
- Highway Transportation Bill still not moving forward. Most likely there will be a 3-month Continuing Resolution
- Mr. Bridges had a conversation with Kevin Adam, RTAC and he is attempting to put together a public meeting with Paul Gosar and will keep the Board informed.
- The Long Range Transportation Plan Public meeting is to be held Wednesday, March 28th, 1:30 PM – 3:30 PM and 5:30 PM – 7:30 PM.

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.

There were no public comments.

DISCUSSION / POSSIBLE ACTION

4. **CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE February 15, 2012 REGULAR MEETING MINUTES**

MOTION

Vice Chairman Croft presented a motion to approve the regular meeting minutes for February 15, 2012. The motion was seconded by Secretary/Treasurer Kuknyo.

VOTE ON THE MOTION

The vote on the motion: was unanimous.

5. **DISCUSSION OF FY12 YEAR-TO-DATE FINANCIAL UPDATE AND REVIEW OF THE PROPOSED FY13 OPERATING BUDGET WITH CONSIDERATION TO APPROVE FY13 OPERATING BUDGET**

Mr. Bridges gave an overview of the current financial status of CYMPO. He also discussed the potential budget for FY13. Expenses will be somewhat higher as CYMPO may have to have an audit performed; consequently money was put in the budget for this expense.

MOTION

Proxy Member Thurman presented a motion to approve the FY 13 CYMPO Operating Budget and forward to the City of Prescott. The motion was seconded by Vice Chairman Croft.

VOTE ON THE MOTION

The vote on the motion: was unanimous.

6. **CONSIDERATION AND POSSIBLE ACTION TO MAKE RECOMMENDED CHANGES TO THE FY13 WORK PROGRAM (WP) AND INITIATE THE 30-DAY COMMENT PERIOD**

Mr. Bridges indicated changes have been made to the document; however, they were minimal. He stated that annually CYMPO opens up a 30-day comment period and requested the Board initiate.

MOTION

Proxy Member Thurman presented a motion to approve the initiation of the 30-day public comment period for the FY 13 Work Program, to begin March 23, 2012. The motion was seconded by Vice Chairman Croft.

VOTE ON THE MOTION

The vote on the motion was unanimous.

7. **CONSIDERATION AND POSSIBLE ACTION TO MAKE RECOMMENDED CHANGES TO THE FY13 -17 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP) AND INITIATE THE 30-DAY COMMENT PERIOD**

Mr. Bridges reviewed changes to the document, discussing certain projects. He commented about the Highway 69 Tribal connector road, the ADOT Prescott District was to add to the project; however, the funding is no longer available. Mr. Bridges conversation with the Tribal Planner entailed the tribe's commitment to add funding for some of the widening, but he did not know to what extent. Other changes to the document were related by Mr. Bridges, the primary being the moving of fiscal year funding to move of the Highway 89 widening.

Mr. Bridges explained the Local Projects sheet and that staff had received additions from the City of Prescott that have not been added yet.

Member Thurman questioned when the Tribal Connector was to go out to bid. Mr. Bridges responded ADOT Prescott District stated it will be in the next 6-months.

MOTION

Proxy Member Thurman presented a motion to initiate a 30-day comment period beginning March 23, 2012, for the FY13-17 Metropolitan Transportation Improvement Program. The motion was seconded by Vice Chairman Croft.

VOTE ON THE MOTION

The vote on the motion was unanimous.

8. DISCUSSION OF THE PANEL'S RECOMMENDATION ON SECTION 5310, 5316, AND 5317 GRANT APPLICATIONS WITH POSSIBLE ACTION TO SUBMIT THE APPLICATIONS TO ARIZONA DEPARTMENT OF TRANSPORTATION (ADOT)

Mr. Bridges related there was a committee selected to review the grants presented, interview the applicants and rank the applications. Those rankings will be submitted to ADOT along with the grant applications. The Board's responsibility is to endorse the committee's rankings. If the Board chooses not to endorse the rankings, they will still be submitted; however, a letter from the Board would be included to ADOT.

Vice-Chairman Croft was part of the selection committee and explained the process and how the rankings were determined. He indicated it was a fair process.

MOTION

Vice Chairman Croft presented a motion to endorse the panel's recommendation and forward the grant application to ADOT. The motion was seconded by Secretary/Treasurer Kuknyo.

VOTE ON THE MOTION

The vote on the motion was unanimous.

9. CONSIDERATION AND POSSIBLE APPROVAL OF THE JOINT PROJECT AGREEMENT (JPA) #11-2021 BETWEEN ARIZONA DEPARTMENT OF TRANSPORTATION (ADOT) AND CYMPO WITH REGARDS TO SR89 WIDENING PROJECT AND APPROVE RESOLUTION No. 2012-02 AUTHORIZING THE SAME

Mr. Bridges explained the JPA being presented is for the first phase of the Highway 89 Widening project. He indicated the City of Prescott, ADOT and CYMPO put forth a lot of time into the document to meet all entity needs.

MOTION

Secretary/Treasurer Kuknyo presented a motion to authorize the Chairwoman to sign JPA# 11-2021 between CYMPO and ADOT with regards to the SR89 Widening Project and approval of Resolution No. 2012-02 authorizing the same. The motion was seconded by Vice Chairman Croft.

VOTE ON THE MOTION

The vote on the motion was unanimous.

DISCUSSION

10. DISCUSSION AND UPDATE OF CYMPO'S LONG RANGE TRANSPORTATION PLAN (LRTP)

Mr. Bridges announced there is to be two public meetings; both meetings are to be held at the Town of Prescott Valley Library Crystal Room, March 28th, 1:30 – 3:30 PM and 5:30 – 7:30 PM. This provides a short term process establishing new population projects. The full study will be performed within two years of this update; allowing General Plan Updates to be received from the local cities, towns and county to incorporate their data into the CYMPO full study. Growth rate needs to be validated.

11. PROPOSED FUTURE AGENDA ITEMS

Mr. Bridges announced the following for the April Executive Board meeting:

- Conclusion of the 30-day comment period for the Work Program and MTIP
- Long Range Transportation Plan update

12. UPCOMING SCHEDULED MEETINGS

- M-TAC Meeting: **Thursday, April 12, 2012, 8:00 AM**, Prescott City Hall, Council Chambers, 201 S. Cortez, Prescott, AZ (*CYMPO Multimodal Technical Advisory Committee monthly meeting*)
- State Transportation Board Meeting: **Friday, April 20, 2012, 9:00 AM**, Flagstaff
- Executive Board Meeting: **April 18, 2012, 6:00 PM**, County Board of Supervisors Room, 1015 Fair Street, Prescott, AZ (*CYMPO Executive Board monthly meeting*)

13. ADJOURNMENT

The meeting adjourned at 6:38 PM.