



Minutes

**Executive Board
Regular Meeting
Wednesday, June 20, 2012
6:00 PM**

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

BOARD MEMBERS IN ATTENDANCE

Chairwoman	Patty Lasker, Councilwoman, Town of Prescott Valley
Vice-Chairman	Darryl Croft, Councilman, Town of Chino Valley
Secretary/Treasurer	Chris Kuknyo, Councilman, City of Prescott
Member	Carol Springer, Yavapai County Supervisor, District 1
Member	Mark McBrady, Councilman, Town of Dewey-Humboldt
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, Norm Davis
Town of Chino Valley	Richard Straub
Dava & Associates	Dava Hoffman
Other	Sandy Willett, Bob Luzius, Steve Silvernale & Kirk Mallory

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

Mr. Bridges presented Jean Knight with a Certificate of Appreciation for In-kind savings to the local entities for the past two-years.

Mr. Bridges introduced of Sally Stewart & Megan Kintner- from ADOT.

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 EXECUTIVE BOARD MEETING MINUTES OF MAY 16, 2012

*Chris Bridges, CYMPO Administrator
(Task #1.2)*

MOTION

Vice-Chairman Croft presented a motion to approve the Minutes of the Regular Meeting of May 16, 2012. The motion was seconded by Member McBrady.

VOTE ON THE MOTION

The vote on the motion was unanimous.

5. PRESENTATION, DISCUSSION AND POSSIBLE ACTION TO APPROVE THE REGIONAL TRANSPORTATION PLAN (RTP) UPDATE FINAL REPORT AND FORWARD TO ARIZONA DEPARTMENT OF TRANSPORTATION (ADOT) and FEDERAL HIGHWAYS ADMINISTRATION (FHWA)

*Patrizia Gonella, Jacobs Engineering
Chris Bridges, CYMPO Administrator
(Task #4.0)*

Mr. Bridges indicated on May 21, 2012, two public meetings were held to discuss the draft report presented by the consultant, Jacobs Engineering. He introduced Patrizia Gonella, Jacobs Engineering, to present the draft Transportation Plan.

Ms. Gonella related this is just a population update and that the MPO is required to do a full study in two years. She discussed the following:

- Project understanding as it relates to FHWA regulation and requirements
- Jurisdictional General Land Use plans are currently under revision; this information will be need to do a full Long Range Transportation Plan Update
- Economic uncertainty and fiscal accountability
- Population growth from 2000 to 2010
- The projected population growth as indicated in the CYMPO 2006 LRTP

Ms. Gonella discussed the short term conditions, committed projects in the plan, the concentration of employment and identified the “potential” growth as 3%. Primarily CYMPO is on track with the projects except for the 89 Widening Project. The study results indicate it is a severely congested roadway and recommends this project be a major focus in the next 2-5 years.

Chairwoman Lasker questioned if the construction projects were based on the number of residence or the number per residence and if tourism was taken into consideration. Ms. Gonella responded she used actual population numbers, not structures and tourism was taken into consideration when she used the 3% projected growth factor.

Mr. Bridges indicated the M-TAC has reviewed and approves of the “Final Draft Report” and is recommending the Executive Board approve and forward to ADOT and Federal Highways Administration (FHWA).

MOTION

Secretary-Treasurer Kuknyo presented a motion to accept the Regional Transportation Plan Update “Final Draft” and forward to ADOT and FHWA. The motion was seconded by Vice-Chairman Croft.

VOTE ON THE MOTION

The vote on the motion was unanimous.

6. DISCUSSION OF THE RECOMMENDATION ON TRANSPORTATION ENHANCEMENT GRANT APPLICATIONS WITH POSSIBLE ACTION TO SUBMIT THE APPLICATIONS TO ARIZONA DEPARTMENT OF TRANSPORTATION (ADOT)

Chris Bridges, CYMPO Administrator

(Task# 1.2)

Mr. Bridges related there were two grant applications submitted by the Town of Prescott Valley; Phase A & B of a project. As there were no other grant applications submitted, and the project is a good project; it is appropriate to rank both applications as “1”. Mr. Bridges offered Mr. Davis the floor to discuss.

Norm Davis, Town of Prescott Valley briefly discussed the Town’s Transportation Enhancement project grants that are being submitted. Both projects are non-vehicular.

Mr. Kuknyo had positive comments about the Prescott Valley projects.

MOTION

Vice-Chairman Croft presented a motion to endorse the recommendation and submit the Transportation Enhancement Grant Applications to ADOT. The motion was seconded by Secretary/Treasurer Kuknyo.

VOTE ON THE MOTION

The vote on the motion was unanimous.

7. DISCUSSION AND POSSIBLE ACTION TO APPROVE AMENDMENT I TO THE JOINT PROJECT AGREEMENT (JPA) BETWEEN THE STATE OF ARIZONA/ ADOT AND CYMPO

Chris Bridges, CYMPO Administrator

(Task #1.1)

Mr. Bridges stated the JPA between CYMPO and ADOT was approved and signed in May 2011; and, is set to expire June 30, 2012. The Amendment has a date extension to June 30, 2013. There are some federal language changes; however, there are no other changes to the document.

MOTION

Secretary-Treasurer Kuknyo presented a motion to authorize the Chairwoman, or in her absence the Vice-Chairman to sign the Joint Project Agreement – Amendment One, between CYMPO and ADOT. The motion was seconded by Vice-Chairman Croft.

VOTE ON THE MOTION

The motion passed with 5 yeas votes and Member Feldmeier abstaining.

8. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE AMENDED PROCUREMENT POLICY AND TITLE VI POLICY

Chris Bridges, CYMPO Administrator

(Task #1.2)

Mr. Bridges indicated that due to the fiduciary change from the City of Prescott to Yavapai County, a few changes needed to be made to the Procurement Policy and the Title VI.

MOTION

Vice-Chairman Croft presented a motion to approve the Amended Procurement Policy and Amended Title VI Plan, with the noted changes. The motion was seconded by Member Springer.

VOTE ON THE MOTION

The motion passed with 5 yeas and Member Feldmeier abstaining.

Kevin Adam, RTAC gave a brief Federal Legislative Update. There may or may not be an extension; however, Mr. Adam believes there will be. He stated there will be a lot of activity over the next week and half.

DISCUSSION

9. PROPOSED FUTURE AGENDA ITEMS

Chris Bridges, CYMPO Administrator

(Task #1.2)

Mr. Bridges announced there will not be an Executive Board meeting in July or August.

He presented the following for the September agenda:

- Meeting time and location
- MTIP update

No official action was taken.

10. UPCOMING SCHEDULED MEETINGS

- State Transportation Board Meeting: **Friday, July 20, 2012, Kingman, AZ**
- State Transportation Board Meeting: **Friday, August 17, 2012, Camp Verde**
- M-TAC Meeting: **Thursday, September 6, 2012, 8:00 AM**, Prescott City Hall, Council Chambers, 201 S. Cortez, Prescott, AZ
(CYMPO Multimodal Technical Advisory Committee monthly meeting)
- Executive Board Meeting: **Wednesday, September 19, 2012, 6:00 PM**, County Board of Supervisors Room, 1015 Fair Street, Prescott, AZ

11. ADJOURNMENT

Chairwoman Lasker adjourned the meeting at 6:45 PM.