



Meeting Minutes

**Executive Board
Regular Meeting
Wednesday, September 21, 2011
6 PM**

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

BOARD MEMBERS IN ATTENDANCE

Vice-Chairwoman
Secretary/Treasurer
Member
Member
Member

Patty Lasker, Vice Mayor, Town of Prescott Valley
Mark McBrady, Vice Mayor, Town of Dewey-Humboldt
Carol Springer, Yavapai County Supervisor, District 1
William "Bill" Feldmeier, State Transportation Board
Darryl Croft, Councilman, Town of Chino Valley

BOARD MEMBERS NOT IN ATTENDANCE

Chairwoman

Mary Ann Suttles, Councilwoman, City of Prescott

CYMPO STAFF IN ATTENDANCE

Administrator
Program Coordinator

Chris Bridges
Jean Knight

ADDITIONAL ATTENDEES

City of Prescott
Town of Prescott Valley
CWAG & WVCO

Craig McConnell
Norm Davis
Ken Janecek

1. CALL TO ORDER AND ROLL CALL

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

2. ANNOUNCEMENTS AND CYMPO UPDATES

CYMPO Administrator Chris Bridges made the following announcements:

- ADOT will be conducting a meeting with the local elected officials providing an update on October 19, 2011, 5:00 PM – 7:00 PM, prior to the Executive Board Meeting
- Announced the ADOT staffing changes
- Wednesday, September 28th, 5:30 PM – 7:30 PM, a public meeting is to be held regarding ADOT's I17 to Fain Rd Corridor study. The meeting is to be held in the Town of Prescott Valley Council Chambers
- SAFETEA-LU continuing resolution was approved thru March 2012
- Discussed the Town of Prescott Valley brochure for the SR69 Multi-Use Path Ribbon cutting
Norm Davis, Town of Prescott Valley, briefly discussed that the improvement was funded by a Transportation Enhancement Grant.

Member Feldmeier requested an update of the Viewpoint Drive construction. Mr. Davis indicated that is nearly complete.

Vice Chairwoman Lasker related she has received positive comments on the improvements in the Town of Prescott Valley.

- 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.

ACTION

- 4. APPROVAL OF MEETING MINUTES - Regular Meeting of August 17, 2011 and Special Meeting of September 6, 2011.**

Member Springer presented a motion to approve the Minutes of the Regular Meeting of August 17, 2011, and Special Meeting of September 6, 2011. The motion was seconded by Member Croft.

VOTE ON MOTION

The vote on the motion was unanimous.

DISCUSSION / POSSIBLE ACTION

- 5. LEASE AGREEMENT BETWEEN YAVAPAI COUNTY AND CENTRAL YAVAPAI METROPOLITAN PLANNING ORGANIZATION (CYMPO)**

Chris Bridges, CYMPO Administrator

(Task # 1.2)

Mr. Bridges related that CYMPO offices are moving to a County facility. The County Board of Supervisors approved the Lease Agreement on Monday, September 19th. In the Agenda Packet a copy of the Agreement is included. The Lease Agreement is an all inclusive arrangement; dollar amounts are included. He shared exactly what is included and that it is an in-kind match. Mr. Bridges also stated that for the past 18-months the match requirement paid from the local entities has been less than \$200. The match from the lease can be used for the CYMPO study.

Mr. Bridges provided a presentation of pictures of the building CYMPO will occupy. He also described all of the suites located in the facility. Mr. Bridges advised the Board that we will be on minimum usage of phones and computers for a couple of weeks. CYMPO will be moving into the new building Thursday, September 29th & 30th.

Mr. Bridges thanked the County for offering this opportunity and the Town of Prescott Valley for housing CYMPO for many years. Open House should be later in October.

A questioned was presented by one the public individuals in attendance.

MOTION

Member Croft presented a motion to authorize the Chairwoman or in her absence the Vice-Chairwoman to sign the Lease Agreement between CYMPO and Yavapai County. The motion was seconded by Secretary/Treasurer McBrady.

VOTE ON MOTION

The vote on the motion was unanimous.

6. PROPOSED FUTURE AGENDA ITEMS

Chris Bridges, CYMPO Administrator

(Task #1.2)

Mr. Bridges presented the following:

- ADOT meeting
- Jacobs Engineering final contract. The total cost is approximately \$80,000.

Member Springer requested information on this study. Mr. Bridges responded that Federal Highways agreed to the update; however, the full study is to be performed in two years. He also discussed that Patrizia from Jacobs Engineering has been involved in the previous study and understands exactly what will be required for the update. He gave a brief description of the Scope of Work for the update. She will be doing a mini-model run. Member Springer questioned if the boundaries will be changed. Mr. Bridges related for the full study that will be done but will use the existing for this update.

7. UPCOMING SCHEDULED MEETINGS

- M-TAC Meeting: **Thursday, October 6, 2011, 8:00 AM**, Prescott City Hall, Council Chambers, 201 S. Cortez, Prescott, AZ
(CYMPO Multimodal Technical Advisory Committee monthly meeting)
- Executive Board Meeting: **Wednesday, October 19, 2011, 6:00 PM**, Yavapai County Board of Supervisors' Room, 1015 Fair St., Prescott, AZ – **NEW TIME FOR THIS MEETING IS 7:00 PM.**
(CYMPO Executive Board Special meeting)
- State Transportation Board Meeting: **Friday, October 21, 2011, 9:00 AM**, Littlefield, AZ

Member Feldmeier briefly discussed the next State Transportation Board meeting. The potential for toll roads may occur to offset some of the costs for bridge repair.

8. ADJOURNMENT

The meeting adjourned at 6:28 pm.