



# Minutes

**Executive Board  
Regular Meeting  
Wednesday, November 16, 2011  
6 PM**

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

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## **BOARD MEMBERS IN ATTENDANCE**

Chairwoman	Mary Ann Suttles, Councilwoman, City of Prescott
Vice-Chairwoman	Patty Lasker, Vice Mayor, Town of Prescott Valley (Arrived at 6:10 PM)
Secretary/Treasurer	Mark McBrady, Vice Mayor, Town of Dewey-Humboldt (Arrived at 6:12 PM)
Member	William "Bill" Feldmeier, State Transportation Board
Member	Darryl Croft, Councilman, Town of Chino Valley
Proxy Member	Thomas Thurman, Yavapai County Supervisor (Proxy for Member Springer)

## **BOARD MEMBERS NOT IN ATTENDANCE**

Member	Carol Springer, Yavapai County Supervisor
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## **CYMPO STAFF IN ATTENDANCE**

Program Coordinator	Jean Knight
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## **ADDITIONAL ATTENDEES**

Yavapai County	Phil Bourdon, Mike Willett
Town of Prescott Valley	Councilwoman Mallory, Norm Davis
City of Prescott	Craig McConnell
ADOT Prescott District	Randy Blake
WVCO	Curt Weaver, Richard Clemmer
Prescott Courier	Cindy Barks
Citizen	Mike Flannery

### **1. CALL TO ORDER AND ROLL CALL**

Chairwoman Suttles called the meeting to order at 6:03 PM. Jean Knight, Program Coordinator, performed roll call.

### **2. ANNOUNCEMENTS AND CYMPO UPDATES**

Jean Knight announced the Rural Transportation Summit is to be held January 18-20, 2012, in Yuma. It is important to get reservations in early.

Chairwoman Suttles presented Member Feldmeier with a Certificate of Appreciate for all that he has done for Transportation. Mike Flannery gave a history of his experiences with Member Feldmeier over the years. Member Feldmeier gave a thank you speech.

Vice-Chairwoman Lasker presented a thank you plaque to Chairwoman Suttles for her contribution to CYMPO. Both members are leaving the CYMPO Board. Mike Flannery made a small speech thanking Chairwoman Suttles.

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 September 21, 2011**

##### **MOTION**

Member Croft presented a motion to approve the Minutes of the Regular Meeting of September 21, 2011. The motion was seconded by Member Feldmeier.

##### **VOTE ON THE MOTION**

The vote on the motion was unanimous.

#### DISCUSSION / POSSIBLE ACTION

5. **PROFESSIONAL SERVICES AGREEMENT WITH JACOBS ENGINEERING AND CITY OF PRESCOTT ON BEHALF OF CENTRAL YAVAPAI METROPOLITAN PLANNING ORGANIZATION (CYMPO)**

*Chris Bridges, CYMPO Administrator  
(Task # 4.0)*

Program Coordinator Jean Knight related that the City of Prescott attorney as well as the Jacobs Engineering attorney have reviewed and come to an consensus on the Professional Services Agreement. She indicated that once the Board approves the Agreement, it will go the City of Prescott Council for review and approval.

Vice-Chairwoman Lasker questioned if the timeline was still doable. Ms. Knight responded that it is not and that it probably be mid April for the final report. Once we get started we would be able to provide a more accurate time line.

##### **MOTION**

Proxy Member Thurman presented a motion to authorize the Chairwoman, or in her absence the Vice Chairwoman, to sign the Jacobs Engineering Professional Services Agreement and forward to the City of Prescott Council for approval. The motion was seconded by Member Feldmeier.

##### **VOTE ON THE MOTION**

The vote on the motion was unanimous.

6. **AMENDMENT THREE FY12-16 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP)**

*Chris Bridges, CYMPO Administrator  
(Task # 3.0)*

Phil Bourdon, Yavapai County Engineer, explained the MPO receives approximately \$633,000 in federal funding for allocated projects. He related that Mr. Bridges is progressive about programming the funding for the projects that are going to occur. Mr. Bourdon stated basically it is a use it or lose it and additional changes could occur in the future. The recommended changes are as follows:

FY12 – JCT 89A to Ruger Road (Design)  
FY14 – SR 89/Perkinsville Road (Intersection Improvements)  
FY15 – JCT 89A to Ruger Road  
FY16 – Ruger Road to South Chino Valley

**MOTION**

Proxy Member Thurman presented a motion to approve FY12-16 MTIP Amendment Three as follows:

FY12 – JCT 89A to Ruger Road (Design)  
FY14 – SR 89/Perkinsville Road (Intersection Improvements)  
FY15 – JCT 89A to Ruger Road  
FY16 – Ruger Road to South Chino Valley

Member Croft seconded the motion.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**DISCUSSION**

**7. PROPOSED FUTURE AGENDA ITEMS**

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

Program Coordinator Jean Knight Proposed the following for the January 2012 agenda:

- Board elections
- ADOT/CYMPO IGA/JPA Fain Road Project – allocating the excess Surface Transportation funds ( STP) of approximately \$120,000. The correct amount is \$122,102.
- The January meeting is being moved to Wednesday, January 11 as the Rural Transportation Summit is to be held January 18 – 20, 2012.

Chairwoman Suttles advised the Board to notify Mr. Bridges or Ms. Knight if they had anything to add to the January agenda.

**8. UPCOMING SCHEDULED MEETINGS**

- State Transportation Board Meeting: **Friday, November 18, 2011, 9:00 AM**, Florence, AZ

- AZ State House of Representatives Transportation Committee Meeting: **Thursday, December 15, 2011, 1:00 PM - 3:00 PM**, Prescott Valley Library Auditorium, 7401 E. Civic Circle, Prescott Valley, AZ
- State Transportation Board Meeting: **Friday, December 16, 2011, 9:00 AM**, County Board of Supervisors Room, 1015 Fair St., Prescott, AZ
- M-TAC Meeting: **Thursday, January 5, 2012, 8:00 AM**, Prescott City Hall, Council Chambers, 201 S. Cortez, Prescott, AZ  
(*CYMPO Multimodal Technical Advisory Committee monthly meeting*)
- Executive Board Meeting: **January 11, 2012, 6:00 PM**, County Board of Supervisors Room, 1015 Fair Street, Prescott, AZ
- Rural Transportation Summit: **January 18<sup>th</sup> - 20<sup>th</sup>**, Hilton Garden Inn, Yuma, AZ

**9. ADJOURNMENT**

The meeting adjourned at 6:40 PM.