



# Minutes

**Executive Board  
Regular Meeting  
Wednesday, December 8, 2010  
6 PM**

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

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## **BOARD MEMBERS IN ATTENDANCE**

Chairman	Ron Romley, Vice-Mayor, Town of Chino Valley
Vice-Chairman	Mike Flannery, Councilman, Town of Prescott Valley
Secretary/ Treasurer	David Nystrom, Councilman, Town of Dewey-Humboldt
Member	Carol Springer, Yavapai County Supervisor, District 1
Member	Mary Ann Suttles, Councilwoman, City of Prescott

## **BOARD MEMBERS NOT IN ATTENDANCE**

Member	William "Bill" Feldmeier, State Transportation Board
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## **CYMPO STAFF IN ATTENDANCE**

Administrator	Chris Bridges
Program Manager	Vicky McLane
Program Coordinator	Jean Knight

## **ADDITIONAL ATTENDEES**

City of Prescott	Craig McConnell
Yavapai County	Mike Willett
Town of Prescott Valley	Norm Davis
Town of Chino Valley	Ron Grittmann
Courier Newspaper	Cindy Barks
WVCO	Richard Clemmer
LWVCYC	June Ruth
Citizens:	Cheryl Romley, Bob Viscount

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

The meeting was called to order at 6 PM by Chairman Ron Romley. Jean Knight, CYMPO Program Coordinator, performed roll call.

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

Chris Bridges, CYMPO Administrator, made the following announcements:

- I17 Fain Rd study meeting was held last night in the Town of Prescott Valley Council Chambers and another meeting is to be held tonight
- HSIP concurrence letter – waiting on tracks number and JPA
- PARA: awards – Sundog Road connector/ Willow Creek alignment study / Dewey-Humboldt transportation plan
- ADOT LRTP – including the concept is HURF will continue to decline

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 15, 2010**

##### **MOTION**

Member Suttles presented a motion to approve the regular meeting minutes for September 15, 2010. The motion was seconded by Vice Chairman Flannery.

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

The vote on the motion was unanimous.

#### **PRESENTATION**

5. **LEGISLATIVE UPDATE**

*Kevin Adam, Rural Transportation Advocacy Council (RTAC)*

Mr. Adam gave an update of what is going on in the State; and, there is nothing concrete of a recovery.

Revenues at the State level: there is a constant increase sales tax was positive gain – based revenue collection total 3 months have seen increases. For the current fiscal year a deficit is forecasted to be level. It is anticipated there will be an \$800 million deficit for the current year and could increase to at least a billion for FY 2012.

The impact for the local governments and County for State shared revenues is it could be on the table.

Transportation funding has had significant levels of highway. ADOT has been significantly impacted. If the trend continues ADOT will be a maintenance only organization. For FY 2016 construction has been ruled out for rural Arizona.

The immediate concern is the transportation budget was not passed by Congress. A Continuing Resolution was passed until December 18<sup>th</sup>. Safetea-Lu has been operating on continual extensions. With a split government it is not anticipated to see a reauthorization next year. We could be operating on extension for the next two years – until after the next Presidential election. He encouraged the elected officials contact their delegates.

Funding for the rural area could be impacted. We need to protect the funding we are receiving and protect equal distribution of the funds. That most of the Senate majority committee are from rural areas is a plus.

The formula for funding distribution was discussed. Mr. Adam related any change of the formula would have to be a ballot measure.

**DISCUSSION/POSSIBLE ACTION**

**6. 2011 MEETING CALENDAR**

*(Task 1.2)*

*Chris Bridges, CYMPO Administrator*

Mr. Bridges indicated if a meeting is not going to be held; staff would post. He also noted that between January and June there would be a meeting every month.

**MOTION**

Member Suttles presented a motion to accept the “draft” meeting schedule for 2011. The motion was seconded by Secretary/Treasurer Nystrom.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**7. ARIZONA DEPARTMENT OF TRANSPORTATION (ADOT) FY 2012-2016 CONSTRUCTION FACILITIES PROGRAM**

*(Task 1.2)*

*Chris Bridges, CYMPO Administrator*

Mr. Bridges indicate that “Greater Arizona” does get a large share of the pavement and bridge preservation, but essentially nothing for Major Projects.

The M-TAC discussed the fact there simply won’t be new projects in the 5<sup>th</sup> year for Greater Arizona (and most likely continuing beyond that due to funding issues) and discuss the consideration or likelihood of reducing the maintenance on the existing system (Subprogram) to pay for new construction. Adequately funding transportation in general is still a major concern.

The good news is the current plan is to maintain the projects that are in the ADOT 5-year plan currently. There would only be minor movement of projects if needed, but most likely everything would stay where it is.

The M-TAC discussed projects our region would like to support for inclusion in the new 5-year program and send a letter to ADOT, although it may be an exercise in futility considering the nearly non-existent funding for 2016.

**MOTION**

Member Springer presented a motion to submit the following projects in consideration of inclusion within the ADOT FY 12-16 Five-Year Transportation Construction Program and authorizing the CYMPO Administrator to submit a letter to ADOT of such:

**Construction Projects:**

SR89/4N/Perkinsville Roundabout

**Scoping Projects:**

Fain Road to I17

The motion was seconded by Member Suttles.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**8. ARIZONA DEPARTMENT OF TRANSPORTATION (ADOT) / CYMPO CONTRACT EXTENSION**  
(Task 1.2)

*Chris Bridges, CYMPO Administrator*

Mr. Bridges related the IGA's with ADOT were still not available for approval. He recommended in the COG/MPO/ADOT meeting to extend the current contract until the end of the fiscal year (June 30<sup>th</sup>). He asked the Board for their approval of the ADOT/CYMPO contract amendment through the end of June 30, 2011.

**MOTION**

Member Suttles presented Motion to authorize the Chairman, or in his absence the Vice-Chairman, to sign Contract Amendment Three (3) between CYMPO and ADOT, for the period of December 31, 2010, through June 30, 2011. The motion was seconded by Member Springer.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**DISCUSSION**

**9. QUARTERLY FINANCIAL UPDATE – PERIOD ENDING September 30, 2010**

*Chris Bridges, CYMPO Administrator*

*(Task 1.1)*

Mr. Bridges explained the financial report provided is for the period of July 1, 2010 thru September 30, 2010. The percent co budgeted funds used was 17.12% - for a dollar amount of \$42,556.17.

He explained the following:

Salaries – Temporary reflects a negative \$1,858.60. When Vicky McLane reduced her hours to ten per week from twenty, the City of Prescott reclassified her as Permanent Temporary employee. The funds currently in Salaries – Part Time will be used for this category.

The insurance category was omitted by the City when the budget figures were forwarded to them. CYMPO does have \$2,500 in its prepared budget for this; however it will reflect a negative amount for this fiscal year.

In the attached it is also noted there are categories that have a different dollar amount budgeted than what the City reflects. The budget amount reflected in the approved CYMPO Work Program does differ from the City. The percent of budget used is based on the City budget amount.

Mr. Bridges also advised the Board a meeting was held with Matt Dunbar, the new Assistant Finance Director, and we should hopefully have the proper budget line items in the new fiscal year. He also noted the FY 2012 is ready for the City.

**10. PROPOSED FUTURE AGENDA ITEMS**

*Chris Bridges, CYMPO Administrator*

*(Task 1.2)*

Mr. Bridges stated the following for the January agenda and questioned if there were any additions.

- Board Elections
- MTIP Amendment
- Coordinated Transportation Plan

- Quarterly Financial Update
- Records Request Policy
- Procurement Policy
- RFP Update
- Regional Transportation Study

**11. UPCOMING SCHEDULED MEETINGS**

- State Transportation Board Meeting: **Friday, December 17, 2010, Kingman, AZ**
- M-TAC Meeting: **Thursday, January 6, 2011, 8:00 AM**, Prescott City Hall, Council Chambers, 201 S. Cortez, Prescott, AZ  
(CYMPO Multimodal Technical Advisory Committee monthly meeting)
- T-TAC Meeting: **January 13, 2011, 8:00 AM**, Prescott Valley Town Hall, 3rd Floor, Room 331, Prescott Valley, AZ  
(CYMPO Transit Technical Advisory Committee monthly meeting)
- Executive Board Meeting: **Wednesday, January 19, 2011, 6:00 PM**, Yavapai County Board of Supervisors' Room, 1015 Fair St., Prescott, AZ  
(CYMPO Executive Board monthly meeting)
- State Transportation Board Meeting: **January 21, 2011, Location yet to be determined**

**DISCUSSION/POSSIBLE ACTION**

**12. POSSIBLY CONVENE INTO EXECUTIVE SESSION (PER A.R.S. 38-431.03(A) (1))**

In order to discuss or consult with the attorneys or other designated representatives of the public body regarding, or to otherwise discuss or consider, the following:

**- REQUEST FOR PROPOSAL (RFP) CONTRACTOR FOR BUS SERVICE**

(Task 2.2)

**MOTION**

Member Springer presented a motion to convene into executive session. The motion was seconded by Member Suttles. (Convened into executive session at 6:55 PM.)

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**13. RECONVENE INTO REGULAR SESSION**

**Reconvened into regular session at 7:40 PM.**

**14. ACTIONS (IF ANY) RELATED TO EXECUTIVE SESSION ITEMS**

**MOTION**

Secretary/Treasurer Nystrom presented a motion to approve the RFP and submit it to the public. The motion was seconded by Member Suttles.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**15. ADJOURNMENT**

**The meeting adjourned at 7:45 PM.**