



# Minutes

**Executive Board  
Regular Meeting  
Wednesday, February 15, 2012  
6:00 PM**

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

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

## **BOARD MEMBERS NOT IN ATTENDANCE**

Member	Mark McBrady, Vice Mayor, Town of Dewey-Humboldt
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## **CYMPO STAFF IN ATTENDANCE**

CYMPO Administrator	Chris Bridges
CYMPO Program Coordinator	Jean Knight

## **ADDITIONAL ATTENDEES**

Civiltec	Rick Shroads
ADOT	Dallas Hammit
Yavapai County	Phil Bourdon, Mike Willett
Town of Prescott Valley	Councilwoman Mallory, Norm Davis
City of Prescott	Craig McConnell
Citizens	Bob Luzius, 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**

Mr. Bridges announced the Federal Highways/ADOT review is to be held April 19, 2012, 9 AM; at the Town of Prescott Valley Library- Crystal Room.

### **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. RATIFY PAST ACTION APPROVING November 16, 2011 Minutes**

#### **MOTION**

Mr. Bridges explained that at the January 11, 2012, Executive Board meeting, a quorum was not present to vote on the November 16, 2011, minutes, yet the vote stood. This was a violation of the CYMPO By-Laws and Roberts Rules of Order. This is just a house cleaning item to ratify that action.

#### **MOTION**

Mr. Croft presented a motion to ratify past action approving the regular meeting minutes for November 16, 2011. The motion was seconded by Ms. Springer.

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

The vote on the motion: was unanimous.

### **5. APPROVAL OF MEETING MINUTES – Regular Meeting of January 11, 2012**

#### **MOTION**

Mr. Croft presented a motion to approve the regular meeting minutes for January 11, 2012. The motion was seconded by Ms. Springer.

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

The vote on the motion: was unanimous.

## **PRESENTATION**

### **6. FEDERAL HIGHWAY ADMINISTRATION (FHWA) and ARIZONA DEPARTMENT OF TRANSPORTATION (ADOT) - SURFACE TRANSPORTATION PROGRAM (STP)**

*Mayela Sosa, Assistant Division Administrator, Arizona Division FHWA*

*Lisa Danka, Deputy Chief Financial Officer, ADOT*

*(Task 6.2)*

Ms. Danka began the presentation consisted of the issues confronting FHWA and ADOT regarding the Surface Transportation Program (STP) funding. This has come about as not all of the COGs and MPOs have moved forward with their projects, which causes a risk of idle funds and the potential of the Federal Government rescinding the funds from the State. At this time, CYMPO is the only entity that does not let funds sit idle and uses them for projects.

She explained that Apportionments are available for 4 years; year of the apportionment plus 3-years, depending on the program. Obligation Authority (OA) is only available for the year provided and must be used or it is lost. The OA is usually 90-95% of the annual apportionment and needs a matching amount. The match is currently 5.7%. She produced a sample of the “Ledgers” that each COG and MPO receives. Ms. Danka also explained that Surface Transportation Program funds is an ADOT voluntary program. The amount of funding is based on the COG or MPO population. ADOT has to insure the funds are spent. She indicated large balances are building up and ADOT is absorbing large amounts of local funding. There is no State funding, it is all federal.

Ms. Sosa related Federal Highways perspective and that in 2009 Arizona came close to being forced to give up the Obligation Authority. The peaks for processing have been at peak times: June through September. She would like to see leveling out through the year.

Ms. Danka wrapped up the presentation discussing the following:

- Eliminating the fiscal year end crunch
- There will not be a HURF in the near future
- Possibly establishing termination dates for use of funding

- Keeping the federal government from rescinding funds
- Fiscal constraint
- Borrowing between COGs and MPOs

Mr. Feldmeier questioned if CYMPO could use some of the funds from other areas where it is not being used. It was discussed that the payback is a problem.

Ms. Springer questioned if the funds could be used for design and discussed the DCR for Great Western. Lisa responded that the design had to be to federal standards and the project has to be able to move forward within 10-years. There needs to be a funding source. Dallas Hammit, ADOT, stated it must be a ready project and there must be a funding source. Mr. Hammit suggested a meeting to discuss this issue and the Great Western project.

Ms. Danka discussed the ADOT Loan Request Form.

### **DISCUSSION / POSSIBLE ACTION**

**7. DISCUSSION OF FUTURE FUNDING OF SURFACE TRANSPORTATION PROGRAM (STP) AND PLANNING FUNDS (PL)**

*Chris Bridges, CYMPO Administrator*  
(Task # 6.2)

The discussion from Agenda Item 6 covered this agenda item. No official action was taken.

**8. REVIEW AND DISCUSSION OF THE FY13 WORK PROGRAM WITH THE POTENTIAL TO MAKE RECOMMENDED CHANGES**

*Chris Bridges, CYMPO Administrator*  
(Task #1.1)

Mr. Bridges related the Work Program enclosed was discussed at the M-TAC meeting and a few adjustments have been made to the document. The document will be brought back to the March Executive Board meeting for a final review before the FHWA/ADOT review in April and to pen it for public comments for 30-days.

No official action was taken.

**9. DISCUSSION AND POSSIBLE ACTION TO ISSUE A LETTER OF SUPPORT TO THE ARIZONA DEPARTMENT OF TRANSPORTATION FOR REGIONAL TRANSPORTATION PROJECTS**

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

Chris presented the letter of support, issued to ADOT, for local transportation projects for discussion and the Board Members were in agreement with the letter. The letter will be signed by the Chairwoman next week and mailed to ADOT.

### **MOTION**

Mr. Croft presented a motion to approve the Letter of Support to ADOT and authorize staff to forward to Mr. Omer; as recommended by the M-TAC. The motion was seconded by Mr. Feldmeier

### **VOTE ON THE MOTION**

The vote on the motion: was unanimous.

**10. DISCUSSION AND POSSIBLE ACTION TO ISSUE AN E-MAIL OF SUPPORT TO THE ASSOCIATION OF METROPOLITAN PLANNING ORGANIZATIONS (AMPO) REGARDING THE FEDERAL SURFACE TRANSPORTATION AUTHORIZATION BILL**

*Chris Bridges, CYMPO Administrator*

*(Task #1.2)*

Mr. Bridges related the Association of Metropolitan Planning Organizations (AMPO) has requested all Metropolitan Planning Organizations (MPOs) sign onto the attached letter of support regarding the Transportation Reauthorization (AKA Highway Bill) proposals that the United States Senate and House have recently proposed. A portion of the discussion was the size of the MPO and potential elimination should the draft Senate Bill be passed.

Mr. Feldmeier commented on an MPO verses not having an MPO. Mr. Bridges explained that federal transportation projects would be eliminated if the MPO were eliminated.

Ms. Springer commented on the funding available. To keep the structure going; she supports sending a letter. There is no choice.

**MOTION**

Mr. Kuknyo presented a motion to sign the Letter of Support for the Transportation Reauthorization (aka Highway Bill) proposals to the US Senate and House. The motion was seconded by Mr. Croft.

**VOTE ON THE MOTION**

The vote on the motion: 4-yes votes and 1-nay vote by Mr. Feldmeier.

**11. POTENTIAL LETTER OF SUPPORT FOR RESTORATION OF THE HIGHWAY USER REVENUE FUNDS (HURF)**

*Chris Bridges, CYMPO Administrator*

*(Task #1.2)*

Mr. Bridges related this discuss is for a letter of support for Arizona House of Representatives Transportation Committee Chair Vic Williams' proposition of a Bill that would re-establish the Highway User Revenue Fund (HURF) and have it counted as a debt to the communities that the State would pay back. Also, he is proposing a Constitutional Amendment that would prohibit HURF funds from paying for the Motor Vehicle Department; using the Vehicle License Tax. Chairman Williams is asking for support for these items.

Mr. Croft commented about the lack of HURF funds in Chino Valley and he supports it. Mr. Kuknyo also voiced his support.

Mr. Feldmeier does not agree with the full Constitutional Amendment. Repayment is an issue. Ms. Lasker was in agreement.

Mr. Bridges pointed out the plain English portion of the Amendment.

Mr. Hammit clarified the second part. VOT monies collected are not protected and have been used for other things.

Ms. Springer has issues with both portions of the Amendment. In general principal, do a letter of support, making it broad in language.

**MOTION**

Mr. Croft presented a motion to issue a Letter of Support for HURF I.O.U. Bill. The motion was seconded by Ms. Springer.

**VOTE ON THE MOTION**

The vote on the motion: 4-yes votes and 1-nay vote by Mr. Feldmeier.

**DISCUSSION**

**12. PROPOSED FUTURE AGENDA ITEMS**

*Chris Bridges, CYMPO Administrator*

*(Task #1.2)*

Mr. Bridges presented the following for the Executive Board's March agenda:

- SR89 Widening JPA
- FY2013 Operating Budget
- FY2012 Financial Update
- Final input for the Work Program and open it for 30-day public comment period
- Final input for the MTIP and open it for 30-day public comment period

**13. UPCOMING SCHEDULED MEETINGS**

- State Transportation Board Meeting: **Friday, February 17, 2012, 9:00 AM, Parker Douglas**
- M-TAC Meeting: **Thursday, March 1, 2012, 8:00 AM, Prescott City Hall, Council Chambers, 201 S. Cortez, Prescott, AZ (CYMPO Multimodal Technical Advisory Committee monthly meeting)**
- Executive Board Meeting: **March 21, 2012, 6:00 PM, County Board of Supervisors Room, 1015 Fair Street, Prescott, AZ (CYMPO Executive Board monthly meeting)**

**14. ADJOURNMENT** – The meeting adjourned at 7:25 PM.