



MEETING MINUTES

**Executive Board
Regular Meeting
Wednesday, March 20, 2013
6:00 PM**

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

CYMPO Executive Board

Chairman	Darryl Croft, Councilman, Town of Chino Valley
Vice-Chairman	Chris Kuknyo, Councilman, City of Prescott
Secretary/Treasurer	Terry Nolan, Mayor, Town of Dewey-Humboldt
Member	Patty Lasker, Councilwoman, Town of Prescott Valley
Member	Craig Brown, Yavapai County Supervisor
Member	Dallas Hammit, ADOT Representative

1. CALL TO ORDER AND ROLL CALL

Chairman Croft called the meeting to order at 6 PM. Jean Knight performed roll call.

Members absent: Terry Nolan

2. ANNOUNCEMENTS AND CYMPO UPDATES

Mr. Bridges announced the following:

- Received notification from RTAC – the new State Transportation Board Members are Deanna Beaver, for our district and Bill Cuthbertson from Greenlee County.
- Gave an update on the Rural Transportation Summit; it will be up on the CYMPO web site in July.
- Tomorrow there will be an M-TAC work study meeting to discuss the Regional Transportation Plan scope of work.

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.

PRESENTATION

4. YAVAPAI REGIONAL TRANSIT UPDATE

Ron Romley, Chino Valley Transit/Yavapai Regional Transit

Mr. Bridges introduced Ron Romley, President of the board of the Yavapai Regional Transit.

Mr. Romley discussed Chino Valley Transit (CVT), which began 3-years ago and provided its operation days and hours. He related the ridership numbers as well as the number of buses the system has in operation. He also stated how it is currently funded by FTA and the match is provided by the Town of Chino Valley, utilizing LTAF II Funds and general funds. After this fiscal year, the Town will not be able to assist financially.

Mr. Romley advised that the CV Transit will be “re-branded” and become Yavapai Regional Transit (YRT) in conjunction with New Horizons; if their grant with ADOT is approved. YRT will have an

expanded route from Chino Valley into the City of Prescott and Town of Prescott Valley. The transit system provides personal mobility for those who would not be able to get around. Donations have been made for those who have no funds to pay for the bus fee.

They have been proactive talking to organizations for sponsorships and received \$12,900 donation from Yavapai Prescott Indian Tribe. In addition, they have solicited for advertising in the bus windows and have a few lined up.

All drivers of the CV transit are volunteers and when the system is changed to YRT, will have volunteer and paid drivers. Mr. Romley made comments about the benefits of having transit services in the area.

Positive comments were made by many of the Executive Board members. Mr. Kuknyo inquired if the volunteer drivers are lined up if the system is expanded. Mr. Romley stated some of the drivers will be paid and some volunteer. The volunteer driver's time can be used as a match for the funding received.

Mr. Romley stated he would like support of communities.

DISCUSSION / POSSIBLE ACTION

5. APPROVAL OF MEETING MINUTES - REGULAR MEETING OF FEBRUARY 20, 2013

Chris Bridges, CYMPO Administrator

(Task #1.2)

MOTION

Member Brown presented a motion to approve the Minutes of the Regular Meeting of February 20, 2013. Motion was seconded by Vice-Chairman Kuknyo.

VOTE ON THE MOTION

The vote on the motion was unanimous

6. DISCUSSION POSSIBLE ACTION TO REVIEW, DISCUSS AND POSSIBLE CHANGES TO THE CYMPO WORK PROGRAM (WP) DRAFT

Chris Bridges, CYMPO Administrator

(Task #1.1)

Mr. Bridges related the draft WP is being presented for the Boards review and recommendations if needed. The WP was discussed at the M-TAC meeting on March 7th and there were no recommendations made for changes. After the FHWA/ADOT Work Program meeting on March 13th, the WP will be changed again and brought back to the Board in April for final approval.

MOTION

Vice-Chairman Kuknyo presented a motion to approve the Draft FY14 Work Program and post to the CYMPO Web Site. The motion was seconded by Member Brown.

VOTE ON THE MOTION

The vote on the motion was unanimous

6A. DISCUSSION POSSIBLE ACTION TO APPROVE AMENDMENT I TO THE FY13 CYMPO WORK PROGRAM (WP) TO ADD THE DOLLAR AMOUNT FOR TASK 4.0 – TRANSPORTATION PLAN - LRP

Chris Bridges, CYMPO Administrator

(Task #1.1)

Mr. Bridges advised the Board that the FY13 Work Program needed to be amended to add the dollar amount of \$250,000 to the existing WP to utilize funds the MPO will be receiving from ADOT for the Long Range Transportation Plan (LRTP). The MPO needs to be on the path to use these funds now or we risk losing them. Although the LRTP is in the FY13 WP, the \$250,000 allocation was not.

MOTION

Member Brown presented a motion to amend the FY13 Work Program Amendment 1. The motion was seconded by Vice-Chairman Kuknyo.

VOTE ON THE MOTION

The vote on the motion was unanimous

7. DISCUSSION AND POSSIBLE ACTION TO APPROVE AMENDMENT NO. TWO TO THE INTERGOVERNMENTAL AGREEMENT (IGA) / JOINT PROJECT AGREEMENT (JPA) # 10-242 I WITH ADOT FOR HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP) – SIGN PROJECT AND APPROVE RESOLUTION NO. 2013-01

Chris Bridges, CYMPO Administrator

(Task #6.1)

Mr. Bridges briefly discusses this is 100% funding to be utilized in the CYMPO region for safety signs and sign post. It is hopeful that some of the street signs can also be replaced.

MOTION

Vice-Chairman Kuknyo presented a motion to authorize the Chairman, or in his absence the Vice-Chairman, to approve IGA / JPA # 10-242 I Amendment No. Two, with ADOT for the HSIP Sign Project and approval of Resolution No. 2013-01. Motion was seconded by Member Lasker.

VOTE ON THE MOTION

Motion passed with Member Hammit abstaining.

8. DISCUSSION, UPDATE, AND POSSIBLE ACTION REGARDING THE ALLOCATION OF FTA SECTION 5303 FUNDS FOR CYMPO RELATED PROJECTS

Chris Bridges, CYMPO Administrator

(Task #8.0)

Mr. Bridges related it was appropriate for the MTAC to discuss and make recommendations regarding the Section 5303 funds and to make recommendations, if any, to the Executive Board. The exception is the Coordinated Plan Update. Additionally, it is an ADOT requirement and they provide the funding for this (Section 5303) plan. The MPO has currently has enough in-kind match, which goes away June 30th; so, there would not be a cash match required by the local entities. He requested the Board approve this one item.

MOTION

Vice-Chairman Kuknyo presented a motion for staff to enter into negotiations for the completion of the Coordinated Plan Update for a cost not to exceed \$5,000 and to authorize the Chairman, or in his absence the Vice-Chairman, to approve and sign the Professional Services Agreement with selected consultant. Motion was seconded by Member Brown.

Motion was seconded by Member Brown.

VOTE ON THE MOTION

The vote on the motion was unanimous

DISCUSSION

9. UPDATE ON THE FY 14-23 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP)

Chris Bridges, CYMPO Administrator

(Task #3.0)

Mr. Bridges indicated the MTAC will be reviewing and making recommendations in April or May. The MTIP is programming and design projects for the next 10-years.

10. PROPOSED FUTURE AGENDA ITEMS

Chris Bridges, CYMPO Administrator

(Task #1.2)

Mr. Bridges presented the following for the April agenda:

- MTIP Amendment 4 FY 13
- MTIP Public Comment Period
- Work Program Final Approval
- Update Public Participation Plan
- SR89 MTG Update
- SR 89 Bridge Updates

Member Brown requested an update next month for the 89 South project. He also wanted to know when Mr. Bridges needed to have something to the State Transportation Board regarding the Willow Creek by-pass. Mr. Bridges indicated he would know more after the meeting the next day as to the County and City of Prescott's commitment. The latest would be May 10th.

Vice-Chairman Kuknyo questioned public out-reach for bridge construction from Member Hammit. Mr. Hammit deferred to Alvin Stump, ADOT Prescott District Engineer. Mr. Stump gave a brief update. It was also requested that Mr. Stump give an update in April to the Board. Mr. Hammit share that repairing all three of the bridges on SR89 at one time saves money.

11. UPCOMING SCHEDULED MEETINGS

- M-TAC Meeting: **Thursday, April 4, 2013, 8:00 AM**, Prescott Valley Library Auditorium, 1st Floor, 7401 E. Civic Circle, Prescott Valley, AZ 86314 (*CYMPO Multimodal Technical Advisory Committee monthly meeting*)
- State Transportation Board Meeting: **April 12, 2013, Tucson, AZ**
- Executive Board Meeting: **Wednesday, April 17, 2013 6:00 PM**, County Board of Supervisor's Room, 1015 Fair Street, Prescott, AZ
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Member Hammit related there is a Special State Transportation Board meeting to approve the repair of SR89 due to the land slide. This is Emergency funding provided by the State. An interim detour will be Navajo 20. Currently it is dirt and AB will be put down to make traveling easier.

12. ADJOURNMENT

A motion was presented by Vice-Chairman Kuknyo to adjourn; Motion was second by Member Brown. Meeting adjourned at 6:45 PM.