



Meeting Minutes

Executive Board
Regular Meeting & Possible Executive Session
Wednesday, September 19, 2012
6:00 PM

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

BOARD MEMBERS IN ATTENDANCE

Chairwoman	Patty Lasker, Councilwoman, 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, Councilman, Town of Dewey-Humboldt
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CYMPO STAFF IN ATTENDANCE

CYMPO Administrator	Chris Bridges
CYMPO Program Coordinator	Jean Knight

ADDITIONAL ATTENDEES

Yavapai County	Byron Jaspers, Mike Willett
Town of Prescott Valley	Councilwoman Mallory, Norm Davis
City of Prescott	Craig McConnell
Town of Chino Valley	Richard Straub

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 made the following announcements:

- Updates on:
 - ✓ HSIP
 - ✓ JPA/IGA SR89 Widening Project
 - ✓ I17 to Fain Road
 - ✓ Transportation Enhancement Grants
 - ✓ SR89/Perkinsville Project
 - ✓ SR89/4 North Project
- CYMPO By-Laws amendment to change the M-TAC required meetings
- The Rural Summit is January 16-18, more information to follow
- September 26th is the I-11 kick off meeting

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

LOCAL COORDINATING COUNCIL

Liz Toone, Executive Director New Horizons ILC

Mr. Bridges requested this item be tabled until the October meeting.

DISCUSSION / POSSIBLE ACTION

4. **CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE EXECUTIVE BOARD MEETING MINUTES OF JUNE 20, 2012**

Chris Bridges, CYMPO Administrator
(Task #1.2)

MOTION

Vice-Chairman Croft presented a motion to approve the Minutes of the Regular Meeting of June 20, 2012. The motion was seconded by Secretary/Treasurer Kuknyo.

VOTE ON THE MOTION

The vote on the motion was unanimous.

5. **DISCUSSION AND POSSIBLE ACTION TO APPROVE AMENDMENT TWO OF THE FY13-17 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP)**

Chris Bridges, CYMPO Administrator
(Task #3.0)

Mr. Bridges related the changes to the TIP are:

- SR89/Road 4 North
Funding moved from FY2015 to FY2013 & 2014
- Del Rio Ranch Bridge, STR #964
New Bridge Rehabilitation/Replacement
- Big Chino Wash Bridge, STR #979
New Bridge Rehabilitation/Replacement
- SR89/Perkinsville Road
Added District Minor funding in the amount of \$150,000 for design in 2013

Mr. Kuknyo stated he would like to see SR69 widening project on the TIP and questioned how that could occur. Questions regarding funding and the project were presented by Ms. Lasker and Mr. Feldmeier. Chairwoman Lasker requested Mr. Bridges provide a report at the October meeting regarding funding for the project.

Mr. Bridges stated he would speak with ADOT Prescott district regarding the project and funding.

MOTION

Vice-Chairman Croft presented a motion to approve the FY 13-17 MTIP Amendment Two as recommended by the M-TAC and forward to ADOT. The motion was seconded by Secretary/Treasurer Kuknyo.

VOTE ON THE MOTION

The vote on the motion was unanimous.

6. DISCUSSION AND POSSIBLE ACTION TO APPROVE AMENDMENT I TO THE INTERGOVERNMENTAL AGREEMENT (IGA) BETWEEN YAVAPAI COUNTY AND CYMPO

Chris Bridges, CYMPO Administrator

(Task #1.2)

Mr. Bridges indicated that to use County staff time that was not addressed in the County IGA or Lease Agreement, an Amendment to the IGA is necessary. The staff from Accounting and Human Resources will be based upon an annual calculation of Cost Allocation Plan. The calculated amount will be reported monthly and applied to the County's in-kind match. He related this fiscal year amount is approximately \$7,000.

MOTION

Vice-Chairman Croft presented a motion to authorize the Chairwoman, or in her absence the Vice-Chairman, to sign Amendment #1 to Intergovernmental Agreement – Enterprise Support Services with Yavapai County. The motion was seconded by Secretary/Treasurer Kuknyo.

VOTE ON THE MOTION

The vote on the motion was unanimous.

DISCUSSION

7. PROPOSED FUTURE AGENDA ITEMS

Chris Bridges, CYMPO Administrator

(Task #1.2)

Mr. Bridges presented the following for the next Executive Board meeting:

- 2013 Meeting Dates
- By-Laws Amendment
- SR89 Widening JPA/IGA
- SR69 Project
- HSIP JPA/IGA

8. UPCOMING SCHEDULED MEETINGS

- State Transportation Board Meeting: **Friday, September 21, 2012, Wickenburg**
- M-TAC Meeting: **Thursday, October 4, 2012, 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 17, 2012, 6:00 PM**, County Board of Supervisors Room, 1015 Fair Street, Prescott, AZ

DISCUSSION/POSSIBLE ACTION

9. The Executive Board may vote to hold an **EXECUTIVE SESSION** pursuant to A.R.S. 38-431.03(A) (1) for discussion and/or consideration of performance evaluation and/or salary of the CYMPO Administrator.

Patty Lasker, CYMPO Chairwoman

(Task #1.2)

MOTION

Secretary/Treasurer Kuknyo presented a motion to convene into executive session. The motion was seconded by Vice Chairman Croft. (6:20 PM)

VOTE ON THE MOTION

The vote on the motion was unanimous.

Reconvened into regular session at 6:38 PM.

ACTION (IF ANY) RELATED TO EXECUTIVE SESSION

MOTION

Vice Chairman Croft presented a motion to approve a 3% salary increase for the CYMPO Administrator, Chris Bridges. The motion was seconded by Secretary/Treasurer Kuknyo

VOTE ON THE MOTION

The vote on the motion was unanimous.

10. ADJOURNMENT

The meeting adjourned at 6:40 PM.