



**CENTRAL YAVAPAI
METROPOLITAN PLANNING ORGANIZATION**

**EXECUTIVE BOARD MEETING
Wednesday, January 28, 2009
6:00 P.M.**

**Yavapai County Administration Bldg.
Supervisors Boardroom**

**1015 Fair Street
Prescott, AZ 86303**

BOARD MEMBERS PRESENT

Yavapai County
Town of Prescott Valley
City of Prescott
Town of Chino Valley
State Transportation Board

Carol Springer, Chairperson
Mike Flannery, Vice Chair
Robert "Bob" Luzius, Secretary/Treasurer
Karen Fann
William "Bill" Feldmeier

AGENCY REPRESENTATIVES PRESENT

Town of Chino Valley
City of Prescott
Yavapai County
Town of Prescott Valley
YPIT
ADOT

Councilman Ron Romley, Ron Grittman
Mayor Jack Wilson, Craig McConnell
Phil Bourdon, Mike Willett, Chris Bridges
Councilwoman Lora Lee Nye, Norm Davis
Chris Moss
Dallas Hammit

CYMPO STAFF PRESENT

Administrator
Program Manager
Administrative Assistant

Jodi Rooney
Vicky McLane
Jean Knight

ADDITIONAL ATTENDEES

TransitPlus
Sierra Club
WVCO
NAIC
PACO
Territorial Transit
AZGFD
YTA
Good Samaritan
Citizens

Suzanne O'Neill, Principal (Consultant)
Thomas Slaback
Virginia DuBroy
David Quinn, Roger Robinson, Doris Piatak
Gail Bely
Lindsay Bell
Wade Albrecht
Joyce Mackin
Paula Kneisl
Mike & Mary Merchant, Mike Damiano, D. &

L. Wikenhauser, Frank & Bev Johnson, Don & Darlene Packard, Jim & C. Manchester, Jeane Ann Gerard,
Gwen & Michael Sick, Marilyn Gildersleeve, Cathy Smith, Robert Viscount, Jim Wise, Roger Robinson,
Billy, McDonagl, Bob & Judy Coonts, Cathy Stoddard, Carl Rockwell, Christina Jan

MEETING MINUTES

CALL TO ORDER: 6:00 P.M.

Carol Springer, Chairperson

1. INTRODUCTIONS

2. ANNOUNCEMENTS and CYMPO UPDATES

Jodi Rooney, CYMPO Administrator related the following: State Transportation Board schedule is out, next month the meeting is in Bullhead City. The schedule is on the ADOT web site.

Safe Routes to School submissions did make the December 31, 2008, deadline – Prescott Alternative Transportation submitted applications.

2009 CYMPO Meeting Schedule was published in the Daily Courier on January 11, 2009.

Calendar of Quorum purpose is to assist with compliance of the Open Meeting Law.

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.

Joyce Mackin – Yavapai Trails Association (YTA) – Expressed her concern as the regional highway plan does not include trails and some of the existing trails are threatened. Safety is also an issue as the roads will cross trails. She suggested that bridges or tunnels be placed over or under the proposed highway and that this be added to the study.

4. APPROVAL OF MINUTES: Joint Meeting, December 4, 2008

MOTION

Member Karen Fann presented a **Motion** to approve the minutes from December 4, 2008, Executive Board & M-TAC Joint Meeting Minutes. The **Motion** was seconded by Secretary/Treasurer Bob Luzius.

VOTE ON MOTION

The **Motion** passed unanimously.

***Chairperson Carol Springer requested from the Executive Board to move agenda discussion Item Number 9 to this position as there were numerous people in the audience in attendance for this item only. All of the Board Members agreed.**

5. STIMULUS PACKAGE (ECONOMIC RECOVERY)

Jodi Rooney, CYMPO Administrator

On January 9, 2009, Arizona Department of Transportation (ADOT) requested that the "ready to go" Stimulus Projects be prioritized and provided to them by January 30, 2009. A conference call later that day with Victor Mendez, ADOT staff, Bob Hollis, FHWA staff and COG/MPO administrators clarified a regional prioritization; additionally, a personal phone call with Sam Maroufkhani, ADOT, made it ever clear they want the MPO to rank the projects noting that ADOT will not know the priority projects of our choosing. To meet the deadline of January 30, 2009, the M-TAC held an Emergency Special Meeting January 15, 2009, to review and prioritize the regions "stimulus" projects. As some of the projects may not be on the MTIP, it would need to be amended and approved. The M-TAC realized that ranking all of the projects was unnecessary as the State of Arizona probably was not going to receive the dollar amount that the projects total in this area.

FHWA noted to proceed with the assumption that money would be forthcoming; get the TIPS and STIP amended.

CYMPO Chairperson Carol Springer related that she had concerns about the Federal requirements for the projects and requested that Dallas Hammit, ADOT Prescott District discuss. Dallas Hammit indicated that

ADOT has selected five consultants to look at and manage projects. The consultants will assist to insure that all of the federal standards are met and can do so quickly. The consultant can also oversee projects.

Member Bill Feldmeier questioned if when the TAC reviewed the projects to come up with the list, did they consider the information that was related by Dallas Hammit, ADOT. Vice Chairman Mike Flannery related that the primary consideration was the regional impact, as well as the guidelines set forth by ADOT.

Secretary/Treasurer Bob Luzius indicated that he did not have a problem with the process; however, Mayor Wilson with the City of Prescott requested to speak to the Executive Board. Prescott Mayor Wilson expressed that he disagreed with the process that the M-TAC used in the determining the selection of the stimulus projects. He related that in his opinion the State Route 89A – Side Road TI was the most ready project and his interpretation of the MTIP was that the SR 89A – Side Road TI was listed as the number one project for 2009. He also commented that the Fain Road Widening project is listed for 2012, and questioned why the project was listed as the number one project for the Economic Stimulus Project list. Mayor Wilson encouraged the Executive Board to modify the M-TAC list; to change the number one project to the SR89A – Side Road TI and use the MTIP as a guide rather than the Project List compiled by the M-TAC.

Chairperson Carol Springer related that her understanding was that the project had already gone out to bid, and questioned if the project bid met the federal guidelines. Mayor Wilson related that it had gone to bid and the City of Prescott was not given advice to use the federal mandate. Chairperson Springer indicated that there might be an issue putting the project on the Economic Stimulus Project list as the project had gone so far, that it really did not qualify to be on the list.

Vice-Chairman Mike Flannery commented that as the SR89A – Side Road, as it relates to it being in the TIP, it does not have to follow the same federal guideline as the Economic Stimulus Projects. He also related that when all of the projects, from the list previously submitted by the entities, was reviewed by the M-TAC that the impact to the region was a major consideration, in addition to the federal mandates.

Member Karen Fann questions if the Fain Road project was qualified, per the standard set by the M-TAC to be the number 1 project on the priority list. Phil Bourdon, Yavapai County Public Works indicated that it was moving into the final design stage with in the next 60 days. Member Fann asked if for some reason if the Fain Road project can not be shovel ready in 180 days, Plan B could be the Side Road project. Would the City of Prescott be willing to have the project re-bid to meet the federal standard? Craig McConnell, City of Prescott indicated that he could not respond to the question.

Chairperson Carol Springer questioned if the City of Prescott would delay the award of the bid until it was determined if stimulus funds would be received and then re-bid per the federal requirements. Craig McConnell responded that as the agenda item, the comments of Mayor Wilson had to do with the ranking of the project and that there was too much speculation to discuss what may occur.

The discussion continued as to leaving the Economic Stimulus Ranking as determined by the M-TAC or changing the SR 89A – Side Road to the number one project. Discussion included problems of re-bidding the project or submission of a change order. It was also shared that funds could possibly be split to start both of the projects

Chino Valley Councilman Ron Romley expressed that due to the number of cars traveling on the Fain Road and due to the numerous fatalities, this should be corrected as soon as possible. Additionally, he related that changes to the Economic Stimulus Ranking are not warranted.

MOTION

Vice Chairman Mike Flannery presented a **Motion** to approve the CYMPO “ready to go” projects, prioritized by the M-TAC, to be submitted to ADOT; furthermore, per FHWA direction, and amend the FY09-13 Metropolitan Transportation Improvement Program to include projects not already listed (as prioritized and recommended by the M-TAC); and, submit a letter to our congressional delegation stating our support for these projects. The **Motion** was seconded by Member Karen Fann.

VOTE ON MOTION

The **Motion** passed unanimously.

6. TRANSIT IMPLEMENTATION PLAN (TRIP)

Mike Willett, Yavapai County

Suzanne O’Neill, TransitPlus

The draft plan went out for a 45-day public comment period, which ended on January 8th, 2009. The comments were compiled and forwarded to the Executive Board, T-TAC and Suzanne O’Neill on January 12, 2009.

The TAC members took action at the December 11, 2008, meeting to prepare a list of questions for the Executive Board to review and forward to the local elected officials respective to a transit system. The survey is attached for final determination of the proposed action. It has been determined that it will be up to the entities to determine funding for the transit system.

Suzanne O’Neill, Transitplus, summarized the Transit Plan as has been previously submitted and did a short presentation. The cost factor was discussed and Ms. O’Neill related that the cost indicated was realistic.

Mike Willett indicated that the list of questions provided for the local governments, was to enable them to easily understand the full process of starting the transit system and effectively determine how, when or if to implement the transit system.

Comments were made to the Executive Board by Paula Kneisl, Good Samaritan Society. She related that the Good Samaritan is very much a proponent to the transit program. She also indicated that the expanded route should be considered at the beginning of implementation.

David Quinn, NAIC, indicated that his expectation of the Executive Board was that there would be some characterization of the public comments that have been submitted. Mike Willett responded that the bulk of the public comments were very positive for the system; however, there was some concern as to the funding. The Public comments are to be incorporated into the final TRIP document.

Lindsay Bell, Territorial Transit, encouraged the Executive Board to accept the TRIP draft and forward the Preference Survey to the entities for input. She also requested that the extended route be considered when starting the transit system and is realistic enough to know that the economic times may delay this project.

MOTION

Secretary/Treasurer Bob Luzius presented a **Motion** to accept the Transit Implementation Plan with incorporated public comment; furthermore, move to forward the Preference Survey to the elected bodies for their response, as recommended by the T-TAC. The **Motion** was seconded by Vice Chairman Mike Flannery.

VOTE ON MOTION

The **Motion** passed unanimously.

7. FTA GRANT MANAGEMENT

Vicky McLane, CYMPO Program Manager

The TransitPlus contract extension has been signed by Suzanne O’Neill and returned to the City of Prescott. We are now in the process finalizing a new contract with TransitPlus strictly for the 5307 Grant Management. As Suzanne O’Neill stated, the approximate cost of the grant management, as per her Scope of Work, is

approximately \$20,000 per year. Current grant management includes completion of the certification and assurances on the TEAM website and an update of the milestones.

8. TRANSIT AUTHORITY: INTERGOVERNMENTAL PUBLIC (IPTA)/METROPOLITAN PUBLIC (MPTA)

Vicky McLane, CYMPO Program Manager

The distinct differences between an Intergovernmental Public Transportation Authority (IPTA) and a Metropolitan Public Transit Authority (MPTA) is attached and Program Manager Vicky McLane discussed them at length. Ms. McLane stated that one of the problems is legislation states COG as governance, so legislation will need to be changed to MPO. She has been advised that the process is quite simple and could be done with little effort.

Chairperson Carol Springer discussed the authorities and questioned if the MPTA board is appointed or elected. Vicky McLane did relay that the board is initially appointed then becomes a public election.

***9. CORRIDOR STUDIES**

Phil Bourdon, Yavapai County

Draft plans have been provided to the working group committee; comment is to be returned by January 22, 2009. We anticipate a presentation at the February Executive Board meeting. The corridor study has been ongoing since October 2007. (SR 169 Connector to Fain Road and the Chino Valley Alternative Route) The County is providing project management on behalf of CYMPO. The public were involved in the process and there were two public meetings, July 2008 and November 2008, which provided information to the public. As part of the process preliminary routes were studied for the SR 169 Connector to Fain Rd. and eight (8) routes were studied to the Chino Valley Alternate. The SR 169 to Fain Road has been pared down to two (2) alternative routes to study.

The Chino Valley Alternative route was actually reduced to three (3) tentative alternative routes during the final process. To meet ADOT and federal guidelines for the planning corridor, some basic criteria was used to establish the routes that were looked at: regional and local connectivity, disruption of wildlife corridor, impact to the state, federal conservation of private land, impact to proposed development and taking of existing homes. The next plan is to come to M-TAC Feb. 5th with the anticipation to come back to the Executive Board February 18, 2009.

There has been a lot of public discontent and many people have comments. There are alternatives to that route; the CV 7 route, which ends at the Road 5 North to Road 7 North area.

Member Bill Feldmeier stated that he is not comfortable with the routes and does not want to continue discussion; furthermore, he would like to end the discussion and look at another route (5 or 7) as indicated on 2030 plan. He also related that he did not want this item to come back to the Executive Board next month.

Member Karen Fann questioned when this will become a reality and Phil Bourdon, related that it would be in the far horizon, long range plan reality (funding, interest) (20-30 year plan); other routes can be looked at. She also questioned how much weight is given to the cost analysis. Cost is not always a factor in the studies.

Vice-Chairman Mike Flannery has no objections but listening to the criteria, if the route were to go to Road 5 North to Road 7 North, there are going to be some impediments. Secretary/Treasurer Bob Luzius indicated that he is not in favor of the route near the Verde River. Chairperson Carol Springer indicated that her opinion that none of the three (3) routes are acceptable, due to the cost, complaints and crossing the Verde River. She would like to limit the possible alternatives to the green area on the map. She referenced the 2050 plan as the example of the preferred route. (Going across Highway 89)

Also the potential of the connection of the road referred to the regional plan and wants to stay consistent with the plan. Crossing Hwy 89 to the west to the north part of Williamson Valley Road is her preference.

Although the agenda does not indicate that action will be taken there is a consensus of the board; there is no sense going any further.

Phil Bourdon will go back to M-TAC and advise them of the Executive Board recommendation and the committee will determine how to wrap up the study.

Citizen Mary Merchant requested to hand out a booklet. Citizen Creagan McConnell, Paulden Area Community Organization, also requested to hand out a letter.

10. STAFF ITEM: RESTRUCTURING OF FULL TIME PROGRAM MANAGER POSITION

Jodi Rooney, CYMPO Administrator

When CYMPO employed the prior Program Manager, it was designated as a full time equivalent position. I have the opportunity to add to its staff a well qualified person, Vicky McLane, as the Program Manager. The agreement has been set forth to allow her to work on a permanent part time basis, (20 hours per week) and with her expertise she is an asset to CYMPO that we are in need of. CYMPO Administrator Jodi Rooney indicated that she is proposing to hire an additional part time Program Manager; however it will not exceed the full time equivalent position. Basically, it would be splitting one full time position into two part time positions. To be flexible, she would like to be able to convert the position back to full time if the need arises in the future. She also indicated that she was not increasing staff, just replacing staff as there was a dire need to do so.

Craig McConnell indicated that he did not have a problem with Mrs. Rooney request, however stated that the Memorandum of Understanding (MOU) with the City of Prescott would need to be amended in June 2009.

MOTION

Secretary/Treasurer Bob Luzius presented a **Motion** to provide the CYMPO Administrator the ability and flexibility to staff as needed within the parameters of three full time equivalent (FTE) employees. The **Motion** was seconded by Member Karen Fann.

VOTE ON MOTION

The **Motion** passed unanimously.

Chairperson Carol Springer announced that before going on to the election of officers, the Board was losing Mayor (Member) Karen Fann and presented a certificate/plaque of appreciation. Mayor Fann indicated that the Chino Valley Town Council approved the appointment of Councilman Ron Romley as the Town representative to the CYMPO Executive Board.

11. INSTALLATION OF NEW OFFICERS

Jodi Rooney, CYMPO Administrator

January is the designated month to rotate the officer positions for the Executive Board, with consideration to the positions of Chairperson, Vice-Chairperson and Secretary/Treasurer. The Current Chair is Carol Springer, Vice-Chair is Mike Flannery and current Secretary/Treasurer is Bob Luzius.

MOTION

Member Bill Feldmeier nominated Vice-Chairman **Mike Flannery** for Chairman. The nomination was seconded by current Chairperson Carol Springer.

Secretary/Treasurer Bob-Luzius questioned if there was a set criteria for appointing or nominating board chairs and it was related that there was neither a set policy nor a set rotation of officers for the Executive Board.

VOTE ON MOTION

The Motion passed unanimously.

Out going Chairperson Carol Springer turned the meeting over to the new Chairman, Mike Flannery.

MOTION

Member Carol Springer nominated Secretary/Treasurer **Bob Luzius** for Vice Chairman. The nomination was seconded by Member Ron Romley.

VOTE ON MOTION

The Motion passed unanimously.

MOTION

Member Bill Feldmeier nominated Member **Ron Romley** for Secretary/Treasurer. The nomination was seconded by Member Carol Springer.

VOTE ON MOTION

The Motion passed unanimously.

12. PROPOSED FUTURE AGENDA ITEMS

Jodi Rooney, CYMPO Administrator

- Stimulus Package aka Economic Recovery
- Reorganization Changes in ADOT MPD
- Corridor Studies
- MTIP
- March would be the Preference Survey
- Budget

Member Bill Feldmeier questioned the calendars that were distributed to the Executive Board. Administrative Assistant Jean Knight explained that a posting needed to be done if there was to be a possible quorum due to open meeting laws. To post, it would be necessary to know when the possible quorum would occur.

13. UPCOMING SCHEDULED MEETINGS

- M-TAC Meeting: Thursday, Feb. 5, 2009, 8:00 AM, Prescott City Hall Council Chambers. (*CYMPO Multi-Modal Technical Advisory Committee monthly meeting.*)
- T-TAC Meeting: Thursday Feb. 12, 2009, 8:00 AM, Prescott Valley Town Hall, Conf. Room #406. (*CYMPO Transit Technical Advisory Committee monthly meeting.*)
- Executive Board Meeting: Wednesday, Feb. 18, 2009, 6PM, Yavapai County Board of Supervisor's Room, Fair St., Prescott.
- State Transportation Board Meeting, Feb. 20, 2009, Bullhead City.

14. ADJOURNMENT

Chairman Mike Flannery adjourned the meeting at 8:05 PM.