



**CENTRAL YAVAPAI
METROPOLITAN PLANNING ORGANIZATION**

**EXECUTIVE BOARD MEETING
Wednesday, March 18, 2009
6:00 P.M.**

**Yavapai County Administration Bldg.
Supervisors Boardroom**

**1015 Fair Street
Prescott, AZ 86303**

MEETING MINUTES

BOARD MEMBERS PRESENT

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

State Transportation Board

Mike Flannery, Chairman
Robert "Bob" Luzius, Vice-Chairman
Ron Romley, Secretary/Treasurer
Supervisor Thomas Thurman (Proxy for
Carol Springer)
William "Bill" Feldmeier

BOARD MEMBERS NOT PRESENT

Yavapai County

Carol Springer

AGENCY REPRESENTATIVES PRESENT

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

Ron Gritman
Craig McConnell
Mike Willett, Chris Bridges, Elise Link
Councilman Rick Anderson, Norm Davis
Dallas Hammit, Michelle Conkle

CYMPO STAFF PRESENT

Administrator
Program Manager
Administrative Assistant

Jodi Rooney
Vicky McLane
Jean Knight

ADDITIONAL ATTENDEES

J & K Engineering
Prescott Transit
Prescott Courier
Territorial Transit

Ed Williams
Steve Silvernale
Cindy Barks
Lindsay Bell

Chairman Mike Flannery called the meeting to order at 6:00 P.M.

1. INTRODUCTIONS

Introductions were made through out the room.

2. ANNOUNCEMENTS and CYMPO UPDATES

CYMPO Administrator Jodi Rooney made the following announcements: The State Transportation Board Meeting location has changed: the April meeting will be held in the Tucson area and the May meeting will be held in Flagstaff; Transportation Enhancement Round 17 opened March 14 and will close August 14, 2009; the MTIP cycle commenced on March 5, 2009; per the Board request last month, Mrs. Rooney responded to Lindsay Bell & Steve Silvernale (letter provided); the Complete Streets Town Hall will be held Thursday, March 26, 2009, 6:00 – 8:00 PM, at Prescott College Crossroads Center, 215 Garden St., Prescott; and, we are following Legislation (in regards to Yuma County concerning a potential Regional Transit Authority for populations of 200,000 and above.)

Chairman Mike Flannery announced that Dallas Hammit has received a promotion from District 1 Engineer to the Deputy State Engineer, effective March 23, 2009. Mr. Flannery congratulated Mr. Hammit, but we will be sorry to see him leave.

- 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 comments from the public.

**4. APPROVAL OF MINUTES: February 18, 2009 & March 5, 2009
MOTION**

Vice-Chairman Bob Luzius presented a **Motion** to approve the February 18, 2009 & March 5, 2009, Executive Board Meeting Minutes. The **Motion** was seconded by Secretary/Treasurer Ron Romley.

VOTE ON THE MOTION

The vote was unanimous.

5. REORGANIZATION CHANGES IN ADOT MULTIMODAL PLANNING DIVISION (MPD)

Michelle Conkle, ADOT Transportation Programming Director

Michelle Conkle communicated that the changes in the MPD were just finalized. There are sections that are being moved around in terms of transit, as there is no director at this time. The positions she stated are as follows: Diane Werk, covering quality control of documents and human resources issues in the division; Director of Administration, Maryann Roder; Director of Research, Dr. Ann Ellis; Director of Demographics, Mark Hodges; and, Director of Business Planning, Jennifer Toff, P.E. Ms. Conkle also announced that a brochure is being produced with the individual names, pictures and the positions they currently hold. The brochure will be distributed when it is complete.

6. AMERICAN RECOVERY & REINVESTMENT ACT (ARRA) (ECONOMIC RECOVERY)

Jodi Rooney, CYMPO Administrator

CYMPO Administrator Jodi Rooney related that this topic would be presented in three compartments. The first would be a little history as well as new information at this point, second would be potential MTIP Amendment and third to be the transit side of the ARRA. She was going to discuss the highway side and the transit side.

As a result of the Emergency Executive Board meeting, the Board approved the list of highway projects compiled by ADOT and their comment was forwarded to Sam Maroufkhani, Deputy State Engineer. Additionally, the Executive Board requested that the CYMPO Administrator send a letter of support to the State Transportation Board for their decision of the funding allocation; and, the letter was mailed March 10, 2009. Per Board direction, a letter was drafted concerning support of recent and future action by the State Transportation Board in lieu of the action taken by the MAG Regional Council, which asked the legislature to override the authority of the STB. The letter was hand delivered to the Governor upon her visit to Prescott later that day; additionally, letters were sent to the AZ House and Senate members shortly thereafter.

At the March 3, 2009, State Transportation Board (STB) meeting, officials reaffirmed their action taken at the Bullhead City meeting to use the Casa Grande Resolves (RAAC) allocation for the ARRA discretionary fund projects. The STB Approved the prioritized list that the Arizona Department of Transportation (ADOT) prepared and presented with the caveat that the list be sent to the COGs and MPOs for review and comments. The final adoption should be at the STB meeting March 13, 2009. It appears the local projects will be funded from the sub-allocation funds; the project list has yet to be prioritized by ADOT. At this time it has not been determined when this will be done.

Mrs. Rooney noted that attached to the Executive Board documents was a letter issued by Michelle Conkle, ADOT Transportation Programming Director. It appears that there is a distribution allocation using the Surface Transportation Program (STP) formula, which is population based and as noted there is an amount stipulated for CYMPO of approximately \$1.2 million. This would only take care of one of the projects specified on our ranking list of 11-projects. Now we need to do a clean-up as all 11-projects were placed on the MTIP.

Member Bill Feldmeier questioned if the \$1.283 million had to be spent in its entirety on one project only and rather than cooperatively used on any other projects. Mrs. Rooney stated that the money could be used on any of the projects. Mrs. Rooney then presented the list of CYMPO projects, stating the amount of each project. The discussion that followed was whether the funds can go toward one project or be deferred for the \$25 million on the Fain Road project. The time in which the funds could be held for any one project was discussed.

Chairman Mike Flannery questioned if there are other funding sources for the Fain Road project, as the project cost is \$25 million. Member Bill Feldmeier commented that he thought there could be and it could be funded inclusive of the \$1.2 million. The time frame was questioned and Michelle Conkle, ADOT, stated that within 90 days of receiving the funds, 50% must be obligated. The clock has not started as the funds have not been received. Ms. Conkle did state that there is additional information forthcoming about possible, additional ARRA funds that allow states to apply for money for projects \$20 million dollars and up, to a total of \$300 million dollars. This process will be done by application through ADOT. As more information is received, Ms. Conkle will forward.

Ms. Conkle also stated that she did not think CYMPO would be in jeopardy of losing the \$1.2 million if we took additional time amending the MTIP; however, she did not want to commit to the 30-days.

Chairman Mike Flannery announced that within a couple of days a clearer picture will be developed of what is occurring. Member Bill Feldmeier stated that everything regarding the ARRA is moving fast, and it appears that no one really knows what all of the parameters are. He also noted that as we get closer it will be clearer on what we have to do. Mr. Flannery discussed that at the State Transportation

Board, (March 13, 2009) sub-allocations had not been resolved, and there was going to be a discussion regard this and that is when the STB found out they did not have the authority to allocate the money, it was the director's responsibility.

It was further discussed whether to amend the TIP now, removing all items except #1 and #3. Other options discussed addressing the MTIP at an emergency meeting or the next regular Executive Board meeting. The Board decided not to amend the TIP at this time.

MOTION

Supervisor Tom Thurman presented a **Motion** to table the Amendment to the MTIP until the next scheduled Executive Board Meeting or Special Meeting, as the case may be. The **Motion** was seconded by Secretary/Treasurer Ron Romley.

VOTE ON THE MOTION

The vote was unanimous.

CYMPO Administrator Jodi Rooney shared, that on the transit side of ARRA, Jeff Meilbeck, Executive Director of NAIPTA, made an informal proposal that the T-TAC discussed at their March 12, 2009, meeting. Basically, we would shift transit ARRA monies (\$1 million) to NAIPTA and they would provide us capacity in the form of a transit manager to assist with current activities. After the T-TAC meeting, Mrs. Rooney sent a memo to Jeff Meilbeck, a copy of his response, which had been e-mailed to the Executive Board, was discussed. This is 100% funding through the ARRA, via FTA. Although, this was an informal conversation, Mrs. Rooney questioned if this was something the Executive Board would like to pursue. Secretary/Treasurer Ron Romley commented that Mr. Meilbeck's response to Mrs. Rooney's memo did not really get specific and Mr. Romley would like more detailed information. Chairman Mike Flannery was in agreement with Mr. Romley; he would like some sort of agreement spelling out the specific performance of NAIPTA.

Member Bill Feldmeier left the dais at 6:35 PM.

Vice-Chairman Bob Luzius commented that this appeared to be a good opportunity for CYMPO. He would like to see this opportunity pursued.

Program Manager Vicky McLane stated that the time frame to obligate the transit ARRA funds is September 1, 2009, and 50% of the funds must be obligated or drawn down. If that time frame is not met, the full amount of the funds will be lost.

MOTION

Secretary/Treasurer Ron Romley presented a **Motion** to direct staff to continue negotiations with NAIPTA. The **Motion** was seconded by Vice-Chairman Bob Luzius.

Steve Silvernale, Prescott Transit, commented that he had been in contact with FTA, and stated that he understood their response to be that there was not a difference between the requirements for using the ARRA transit money and a draw down for 5307 money. Mr. Silvernale stated that he did not want to see the money go away. He discussed his transit system and has a request for \$930,000 of the ARRA money for equipment replacement and bus shelters.

Lindsay Bell, Territorial Transit, commented that she hates to see the money go away that belongs to this community; however, transferring the money to NAIPTA and in return receive for a full time

transit administrator for a couple of years, would accomplish what we need. She felt that would be a good investment and supports this.

VOTE ON THE MOTION

The vote was unanimous.

7. TRANSIT IMPLEMENTATION PLAN (TRIP) PREFERENCE SURVEY

Vicky McLane, Program Manager

Chairman Mike Flannery related that not all of the surveys had been returned and questioned when the City of Prescott would have the survey response. Vice-Chairman Bob Luzius responded that he anticipates that the letter from the City was to be on their council agenda March 24, 2009; it would then be forwarded to the T-TAC for their meeting April 9, 2009. The survey would then be forwarded to the Executive Board for their meeting on April 15, 2009.

Chairman Mike Flannery requested this item be tabled until the next Board meeting.

MOTION

Supervisor Tom Thurman presented a **Motion** to table item #7 until the next board meeting. The **Motion** was seconded by Secretary/Treasurer Ron Romley.

VOTE ON THE MOTION

The vote was unanimous.

8. BUDGET CYCLE

Jodi Rooney, CYMPO Administrator

CYMPO staff has been preparing budget documents for the City of Prescott for FY 2010. The proposed FY 2010 budget figures will be incorporated into the UPWP. The proposed FY 2010 Operations Budget was forwarded to the City of Prescott March 12, 2009. The draft budget was presented, including the operations component and the work program will forthcoming. Mrs. Rooney also noted for the board that training and conferences is higher this year over the previous year; however, she pointed out the overall budget is less than last year.

Secretary/Treasurer Ron Romley stated that the explanations to the budget were satisfactory.

Steve Silvernale, questioned if the budget included a draw down of the money set aside for FTA funds. Mrs. Rooney stated that the budget presented was the operational budget only. The federal portion of the budget is not interfaced with this portion of the budget, as we move forward with the work program, that portion will be included. This will probably be presented next month.

9. PROPOSED FUTURE AGENDA ITEMS

Jodi Rooney, CYMPO Administrator

- ARRA
- TRIP Preference Survey
- 5310, 5316, 5317 Applications
- Legislation proposed by Supervisor Ferguson, Yuma County
- UPWP
- MTIP
- CYMPO Planning Boundary

Chairman Mike Flannery has additional questions regarding the Yuma Legislation. Chairman Mike Flannery also discussed if it was necessary to print as many agenda as we do. No decision was made regarding this.

10. UPCOMING SCHEDULED MEETINGS

- M-TAC Meeting: Thursday, Apr. 2, 2009, 8:00 AM, Prescott City Hall Council Chambers. (*CYMPO Multi-Modal Technical Advisory Committee monthly meeting.*)
- T-TAC Meeting: Thursday, Apr. 9, 2009, 8:00 AM, Prescott Valley Town Hall, Conf. Room #406. (*CYMPO Transit Technical Advisory Committee monthly meeting.*)
- Executive Board Meeting: Wednesday, Apr. 15, 2009, 6:00 PM, Yavapai County Board of Supervisor’s Room, 1015 Fair St., Prescott.
- State Transportation Board Meeting: Friday, Apr. 17, 2009, in the Tucson area.

CYMPO Administrator Jodi Rooney announced that the T-TAC meeting location was moving from Room #406 to Training Room # 433, in Prescott Valley Town Hall.

11. ADJOURNMENT

Chairman Mike Flannery adjourned the meeting at 7:00 PM.