



Meeting Minutes

Executive Board
Regular Meeting
Wednesday, June 16, 2010
6 PM

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

BOARD MEMBERS PRESENT

Town of Chino Valley
Town of Prescott Valley
Town of Dewey-Humboldt
Yavapai County
City of Prescott
State Transportation Board

Ron Romley, Chairman
Mike Flannery, Vice-Chairman
David Nystrom, Secretary-Treasurer
Carol Springer
Mary Ann Suttles
William "Bill" Feldmeier

CYMPO STAFF PRESENT

Interim Administrator
Program Manager
Program Coordinator

Chris Bridges
Vicky McLane
Jean Knight

ADDITIONAL ATTENDEES

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

Phil Bourdon
Randy Blake
Vice-Mayor Nye, Norm Davis
Craig McConnell
Ron Gritman
Bob Viscount, Cheri Romley, June Ruth – LWVCYC,
Gordon Bowers – Dava & Associates, Lindsay Bell –
Territorial Transit

1. CALL TO ORDER, ROLL CALL AND/OR INTRODUCTIONS

Chairman Romley called the meeting to order at 6:00 PM. Jean Knight, CYMPO Program Coordinator performed roll call.

2. ANNOUNCEMENTS and CYMPO UPDATES

Chris Bridges, CYMPO Interim Administrator made the following announcements:

- The Transit Development Coordinator job posting closed on June 15th; there were approximately 12 applications. The interview process will begin next week.
- Spoke to Jim Reeves, ADOT regarding the HSIP on call consultant and the Feds are okay with the plan; we just do not know if this will be FY-10 or FY-11.
- The Feds are sending out de-obligation letters even if there are no funds to be de-obligated.
- He participated in a webinar this month for the ADOT Long Range Plan – there will be stakeholder meetings beginning August 2010.

Chairman Romley announced the following:

- ADOT is getting ready to put out the design for 89 between Road 5 South in Chino Valley and 89A.
- Passed out a sheet of the meeting schedule for the CYMPO Administrator application and interviews.
- Requested two Board members and he put together a list of interview questions and meet on June 30th at the CYMPO office. Member Suttles and Vice-Chairman Flannery volunteered.
- M-TAC will short list the applications to five and send to Ron by June 25th.
- July 7th to have Executive Board executive session to review applications and reduce to three.
- July 14th to have Executive Board executive session to interview the three candidates and make Administrator selection.

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. **APPROVAL OF MEETING MINUTES**

A. Regular Meeting of April 21, 2010

B. Special Meeting of April 28, 2010

C. Special Meeting of May 12, 2010

Chairman Romley requested item A & B be combined and C separate as Secretary/Treasurer Nystrom and Member Feldmeier were absent.

Item 4 A & B

MOTION

Member Suttles presented a Motion to approve the Executive Board Regular Meeting Minutes of April 21, 2010, and the Executive Board Special Meeting Minutes of April 28, 2010. The Motion was seconded by Vice-Chairman Flannery.

VOTE ON THE MOTION

The vote on the motion was unanimous.

Item 4C

MOTION

Vice-Chairman Flannery presented a Motion to approve the Executive Board Special Meeting Minutes of May 12, 2010. Member Suttles seconded the Motion

VOTE ON THE MOTION

Vote on the motion was unanimous with Secretary/Treasurer Nystrom and Member Feldmeier abstaining.

DISCUSSION/POSSIBLE ACTION

5. **EMERGENCY ITEM**

FY-10 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENT (MTIP)

A. PROGRAMMING HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP)

B. REPROGRAMMING SURFACE TRANSPORTATION PROGRAM (STP) FOR PIONEER PARKWAY PROJECT DOLLAR AMOUNT

Chris Bridges, CYMPO Interim Administrator

Update of the HSIP to have the ability for Dewey-Humboldt to tap into the FY-10 money and it does need to be on the MTIP. Secondly is the change in the dollar amount of the STP funds for the Pioneer Parkway project. There was an issue going to the right-of-way so the dollar amount of the project has been reduced and the MTIP needs to be changed.

There were no Board or public comments.

A & B MOTION

Member Feldmeier presented a Motion to approve the Amended FY-10 MTIP to program the HSIP funds before the June 30, 2010, deadline and to approve the Amended FY-10 MTIP to program the STP funds/Pioneer Parkway for a corrected total project cost in the amount of \$1,133,000. The Motion was seconded by Secretary/Treasurer Nystrom.

VOTE ON THE MOTION

Vote on the motion was unanimous.

6. FY-11-15 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP)

Chris Bridges, CYMPO Interim Administrator

Presented is the final MTIP for FY11-15, with a very minor modification; the definition of HSIP to be added to page one. All the changes that have been discussed over the last several months are on the document. This is ready to be submitted to ADOT before the June 30, 2010, deadline.

Member Suttles brought attention to the Safe Routes to School and announced there is a presentation by Prescott Alternative Transportation on June 22, 2010, to the City of Prescott Council.

MOTION

Secretary/Treasurer Nystrom presented a Motion to approve the final FY11-15 MTIP with the change of adding the definition of HSIP. The Motion was seconded by Vice-Chairman Flannery.

VOTE ON THE MOTION

Vote on the motion was unanimous.

7. FY-11 UNIFIED PLANNING WORK PROGRAM (UPWP)

Chris Bridges, CYMPO Interim Administrator

Presented is the final document of the work program; all modifications and changes have been made that were discussed over the last couple of months.

Vice-Chairman Flannery commented on the lack of public comment.

MOTION

Vice-Chairman Flannery presented a Motion to approve the final FY-11 UPWP. The Motion was seconded by Secretary/Treasurer Nystrom.

VOTE ON THE MOTION

Vote on the motion was unanimous.

8. AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA II) / JOBS FOR MAIN STREET ACT, 2010

Chris Bridges, CYMPO Interim Administrator

There has been no information received. Mr. Bridges suggested that we remove as a future agenda item unless there is activity.

9. STATE TRANSPORTATION BOARD EVENT – JULY 15, 2010

Chris Bridges, CYMPO Interim Administrator

Chris Bridges, CYMPO Interim Administrator announced that Cheri Romley has worked very hard pulling this together; it would not have come together without her. He indicated that due to fiscal constraints we have reduced the number of invitees down to no more than 100. Rather than inviting all local elected officials, we will be inviting the Mayors and Town/City managers and County Board of Supervisor; not full councils. All of the estimates are coming in within budget.

Chairman Romley gave directions to the winery. The event will be outside in a large tent. Additionally there are other buildings to get out of the rain should it occur.

DISCUSSION

10. PROPOSED FUTURE AGENDA ITEMS

Chris Bridges, CYMPO Interim Administrator

Mr. Bridges had no agenda items to present for the July meeting. It was decided at this time to *not* have a meeting in July.

Lindsay Bell, Territorial Transit requested that a presentation of the Coordinated Public Transit – Human Services Transportation Plan be scheduled for the September meeting. It will go to the T-TAC at their September 9, 2010, meeting.

The next Executive Board meeting is to be in September.

11. UPCOMING SCHEDULED MEETINGS

- State Transportation Board Meeting: **Friday, June 18, 2010, 9:00 AM**, Flagstaff
- State Transportation Board Event and Meeting: **Thursday, July 15, 2010, 5:30 PM**, Granite Creek Vineyards, 2515 N. Road 1 East, Chino Valley and **Friday, July 16, 2010, 9 AM**, Town of Chino Valley Council Chambers, 202 N. State Route 89.
- M-TAC Meeting: **Thursday, September 2, 2010, 8:00 AM**, Prescott City Hall, Council Chambers, 201 S. Cortez, Prescott, AZ
(CYMPO Multimodal Technical Advisory Committee monthly meeting)
- T-TAC Meeting: **Thursday, September 9, 2010, 8:00 AM**, Prescott Valley Town Hall, 7501 E. Civic Circle, **Conference Room #433**, Prescott Valley, AZ
(CYMPO Transit Technical Advisory Committee monthly meeting)
- Executive Board Meeting: **Wednesday, September 15, 6:00 PM**, Yavapai County Board of Supervisors' Room, 1015 Fair St., Prescott, AZ
(CYMPO Executive Board monthly meeting)

12. ADJOURNMENT

The meeting adjourned at 6:35 PM.