



MEETING MINUTES

**Executive Board
Regular Meeting
Wednesday, February 28, 2024
1:00 PM**

**Hybrid (In-Person and Virtual)
Yavapai County
Board of Supervisors Hearing Room
1015 Fair St, Prescott, AZ**

CYMPO Executive Board

Chair	Craig L. Brown, Yavapai County Supervisor
Vice-Chair	John Hughes, Town of Dewey-Humboldt
Secretary/Treasurer	Phil Goode, City of Prescott
Member	Tom Armstrong, Town of Chino Valley
Member	Kell Palguta, Town of Prescott Valley
Member	Gary Knight, ADOT District 6 Representative

1. CALL TO ORDER AND ROLL CALL

All members were present. Member Knight attended the meeting virtually.

2. TITLE VI POLICY AND MEETING PROCEDURES

*Desi Zurcher, CYMPO Program Coordinator
(Task #100)*

Title VI: CYMPO complies with Title VI of the Civil Rights Act of 1964 and related Nondiscrimination statutes and regulations in all programs and activities. Members of the public may review the CYMPO Title VI Plan, and submit a Self-Identification survey by accessing the CYMPO website.

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*. Please complete a **Request for Public Input** card and submit to CYMPO staff prior to the beginning of the meeting. When recognized, use the podium/microphone, and state your name. Speakers' time may be limited at the discretion of the Chair. ***Executive Board members shall not discuss or take action on matters raised during the call to the public. The Board may direct staff to study the matter or direct that matter be rescheduled for consideration at a later date.***

There were no comments.

4. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE NOVEMBER 15, 2023 REGULAR MEETING MINUTES OF THE EXECUTIVE BOARD

MOTION

Vice Chair Hughes made a motion to approve the November 15, 2023 Regular Meeting Minutes of the Executive Board. Member Armstrong seconded the motion.

VOTE

The vote on the motion was unanimous.

5. EXECUTIVE DIRECTOR'S UPDATE

*Vincent Gallegos, CYMPO Executive Director
(Task #100)*

Mr. Gallegos shared that he and CYMPO staff members will be making several presentations on local radio programs. He also shared that CYMPO staff will be making presentations to the local municipalities at their meetings in the coming months.

Mr. Gallegos noted that he was prepared to provide a brief update from Rural Transportation Advocacy Council (RTAC), however the Kevin Adam of RTAC was in attendance virtually and he asked Mr. Adam to provide the updates. This update was provided later in the meeting due to technical difficulties.

**** This discussion took place after Item #8 ****

Mr. Adam shared that the Legislature is halfway through the session. He spoke to the continuation of ADOT as being one of the most major transportation issues being addressed this session. The House and Senate have both introduced bills to continue ADOT. House Transportation passed an 8-year continuation, but Senate Transportation passed only a 2-year continuation with several strict restrictions. RTAC provided a letter to the Governor and legislators supporting an 8-year continuation of ADOT with no restrictions. He discussed the expenditures and noted that information will be in the budget bills, not the ADOT bill.

6. REGIONAL TRANSIT UPDATE

*Michael Lamar, CYMPO Regional Development Manager
Pedro Rodriguez, YavaLine
(Task 200)*

Mr. Lamar discussed the positive impacts of transit. He noted that the only way transit will succeed is if it is widespread and connectivity is increased, and he shared that the other regional transit partners are completely supportive of single umbrella approach. He shared that CYMPO is working with Yavapai, Yavapai Regional Transit (YRT), and the Yavapai-Apache Nation. He highlighted outreach with US Vets and local charter schools, the YMCA, and discussed opportunities to create additional local partnerships. He said transit could benefit downtown hospitality providers, and transit could be driven by demand. Leslie Contreras, CYMPO Planner, discussed the marketing plan for transit. Pedro Rodriguez of YavaLine discussed the different phases for the Yavapai expansion into Prescott. He shared a video that has been prepared to help educate the public on what microtransit is. The Board supported putting medical out in front with the initial marketing. Mr. Rodriguez noted that all the vans are wheelchair accessible. He discussed the other areas in Arizona that use microtransit and noted that Prescott Valley was one of the first municipalities to provide microtransit. He shared how ridership estimates were much lower than actual ridership. In just over a year, ridership has been over 18k and estimates that the launch into Prescott will result in the same ridership. Cost per ride is zero to municipalities thanks to the CARES grant that currently supports the service. Following CARES, cost per ride will be under \$25. With an increase in ridership, that

cost will go down. \$24.10 will be the local match per ride with current ridership. Mr. Lamar discussed that the local match is hoping to be made with local partners. He discussed the economic benefit to transporting local employees to work and compared the federal subsidies of the Prescott airport to the subsidies of transit and highlighted the differences in local economic impact with those modes of travel. It was noted that there are lots of government subsidies that do not have as high an economic impact as transit. Mr. Rodriguez noted that Phases 3 or 4 would include connectivity to the airport. He shared that YavaLine will be holding a public outreach event on Thursday, February 29, 2024 from 10:00-2:00, where anyone interested can take a ride, see some of the vehicles in the fleet, and ask questions. Mr. Rodriguez shared the initial zone into Prescott and noted that the launch into Prescott will be Monday, March 4, 2024. He also added that in April there will be a ribbon cutting ceremony and official kickoff. Mr. Lamar added that an Uber trip from the Prescott VA to Fry's on Fair Street would cost \$20 round trip, compared to the \$2 fare on YavaLine.

7. SR69 CORRIDOR MASTER PLAN UPDATE

Bryn Stotler, CYMPO Planner

Vamshi Yellisetty, Kittelson & Associates

(Task #200)

****This item was taken as Item 8 ****

Ms. Stotler introduced the SR69 Corridor Master Plan. She noted that a technical advisory committee will be established with local public works personnel. She shared that the date and location of the public meeting is still to be determined. She introduced Vamshi Yellisetty of Kittelson & Associates, the consultant for the project.

Mr. Yellisetty described the 4 different phases of the plan and noted that the study is currently in Phase 2. He noted that Phase 3 is where the different improvement scenarios will be identified. He noted that general plans and projected areas of growth are being taken into consideration. The study is anticipated to take another 6-9 months. He discussed the existing conditions assessment, including land use characteristics, travel characteristics and roadway characteristics. He said that the intersections at SR 69 and Fain Road and the intersection at SR 69 and SR 169 are being taken into consideration for the study. He discussed the origin and destination analysis for the nine segments of the study area. He discussed the inconsistent corridor design, from the number of lanes, number of stoplights, and varying medians. Truck traffic is taken into consideration. He discussed the incomplete pedestrian and bicycle network along the corridor. He confirmed that the evaluation will include bike/ped options. He noted the ways that the public can provide feedback for the study and shared that this feedback will help identify what the public wants. He noted the survey is open to everyone in the region, not just those along the corridor. Andy Roth from ADOT noted that ADOT is supportive of this study and shared that they use the plans that originate with CYMPO toward their own planning of projects.

There were no public comments.

8. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO RECEIVE THE SUNDOG CONNECTOR DESIGN CONCEPT REPORT (DCR) AND ENVIRONMENTAL OVERVIEW (EO) FINAL REPORT

Vincent Gallegos, CYMPO Executive Director

Bryn Stotler, CYMPO Planner

Matt Bondy, AECOM

(Task #200)

**** This item was taken as Item 7 ****

Ms. Stotler introduced Matt and Kate Bondy of AECOM and recapped the process for the project. Mr. Gallegos noted for the Board that the action item is to receive the report only, and not a decision whether to build or not build.

Mr. Bondy presented the results of the study and discussed the build alternatives, environmental overview, and public involvement in the process. He discussed that some of the goals & needs for the corridor, including improvement of congestion on SR69, improved emergency response and access to communities along the corridor, improved access to existing communities and approved developments. He introduced Kate Bondy of AECOM. Ms. Bondy noted that the planned developments of Yavapai Hills Unit 9 and Storm Ranch were used to connect the various alternatives, based on the preliminary and final plans that had been submitted by the developers for those planned development projects. She discussed the criteria that had the highest weight when evaluating the different alternatives. She discussed why Alternative 3 was the top recommendation and the refinements to the Alternative. She also discussed Alternative 7 and the difference with Alternative 3, and she noted it would be more visible than Alternative 3. She also discussed the No Build Alternative and what that means to the study. She discussed the evaluations and how each alternative ranked with factors such as public safety and shared the opportunities and constraints of the three recommended alternatives, including the No Build Alternative. She noted that the parks and recreation staff were in favor of Alternative 3 to help improve access to the new Glassford Dells Regional Park. She noted that there will be significant cuts and fills for the build alternatives, and the roadway will exceed 9% grade in many places along the western portion of the roadway, if built. She discussed the traffic volume projections for 2050, if Alternative 3 was built and no improvements were made to SR69. She discussed how the traffic modeling works, and in this case, the modeling was run with and without the Sundog Connector. She noted that it is a regional model, which reflects traffic that may originate from areas outside of Prescott and PV. She discussed the EO and noted it is intended to inform future environmental design. She discussed the recommended environmental mitigation measures, based on public input. She discussed the public involvement, comments received, and how the public input factored into the report. She highlighted feedback received from the Arizona State Land Department and what adjustments were implemented into the final report based on their feedback. Mr. Bondy discussed the Build Alternative 3 and the No Build Alternative as the two recommended alternatives. He reiterated that the majority of the public comments received were not in support of any build alternative. Chairman Brown requested clarification that all the public comments received were included in the final report. All comments received prior to the February 13 deadline were confirmed to be included in the final report.

Seven members of the public requested to speak on this item. Curt Womack, a resident of Diamond Valley, provided a comment in favor of the Sundog Connector. As a long-term resident of the region, he noted that growth is inevitable and getting around safely is essential. David Strauss, a resident of Diamond Valley, provided a comment in opposition to the Sundog Connector. He noted that his residence is immediately adjacent to the Alternative 3 build option and expressed concern about speeds and destruction of natural resources. He clarified that his comment on the card submitted was a no. Ann Friday, a resident of Prescott, provided a comment in favor of the No Build option. She referenced the study conducted in 2013 and cited the reasons the build options were not pursued following that study. She spoke in favor of the SR 69 Master Corridor Plan. Bill Williams, a resident of Prescott Valley, provided a comment in opposition to the Sundog Connector. He provided comments regarding existing scars on Glassford Hill and noted that the Sundog Connector would be one of the largest scars. He felt he left the Sundog Connector open houses uninformed. Larry Springer, a resident of Prescott, provided a comment in favor of the No Build option. He said that a better alternative for emergency response has already been planned, the Sundog Ranch Road by the Yavapai Humane Society, which he said would connect to Sunrise Boulevard in Yavapai Hills. Mike Schumacher, a resident of Prescott, provided a comment in favor of the Sundog Connector. He said that the area is going to continue to grow, and roadways will be needed. Mike Parrish, a resident of Prescott, provided a comment in opposition to the

Sundog Connector. He said that he was drawn to this area because it is not a large city. He expressed concerns that the State Trust Land along the corridor would be sold to developers but acknowledged the Intergovernmental Agreement regarding the regional park.

Chairman Brown provided an opportunity for Member Palguta and Secretary/Treasurer Goode to speak on behalf of their municipalities regarding the project. Member Palguta requested confirmation that the action by the Board today is only to receive the report. Mr. Gallegos confirmed that the action is only to receive the planning study. Secretary/Treasurer Goode stated that his position is that until the SR69 widening in front of Frontier Village is completed and the effectiveness of it has been evaluated, he feels it would be premature to consider alternatives. Member Knight shared that he feels a vote of the public would be necessary before any municipality decides to build.

MOTION

Chairman Brown made a motion to receive Sundog Connector Design Concept Report (DCR) and Environmental Overview (EO) Final Draft Report as presented. Vice Chair Hughes seconded the motion.

VOTE

The vote on the motion was unanimous.

9. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO APPROVE THE EXPANSION PROCESS OF THE CYMPO PLANNING BOUNDARY

*Vincent Gallegos, Executive Director
(Task #100)*

Mr. Gallegos noted that this is to give staff direction on which expansion option should be pursued and discussed the process for an expansion of the boundary. He said that CYMPO will need to work with, and receive approval from, the Federal Highways Administration, Federal Transit Administration, and the Arizona Governor, on the boundary expansion. Chairman Brown requested an outline of the process for receiving approval of an MPO boundary change.

MOTION

Chairman Brown made a motion to the expansion process of the CYMPO planning boundary, Option B. Member Palguta seconded the motion.

VOTE

The vote on the motion was unanimous.

10. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO APPROVE THE PROFESSIONAL SERVICES AGREEMENT WITH KIMLEY HORN FOR THE 2050 REGIONAL TRANSPORTATION PLAN (RTP)

*Bryn Stotler, CYMPO Planner
(Task #200)*

Ms. Stotler discussed the process for the Regional Transportation Plan (RTP) and the consultant selection. She noted that the federal government requires that the RTP be updated every 5 years for a 25-year look forward. She shared that there was only one consultant submittal, which is unusual. A scoring and review committee was convened to review the proposal, and the consultant was recommended for approval. She also noted that Kimley Horn has a local office.

MOTION

Vice Chair Hughes made a motion to approve the Professional Services Agreement with Kimley Horn for the 2050 Regional Transportation Plan (RTP). Member Armstrong seconded the motion.

VOTE

The vote on the motion was unanimous.

11. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO APPROVE AMENDING THE FY24-25 UNIFIED PLANNING WORK PROGRAM (UPWP) AND FY22-26 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP)

Vincent Gallegos, CYMPO Executive Director

Allison McCarthy, CYMPO Administrative Assistant

(Task #100)

Mr. Gallegos discussed the proposed amendments. He discussed the transition of Pedro Rodriguez from the Town of Prescott Valley to CYMPO as the Transit Manager. Mr. Gallegos noted that this will allow for transit management to be regional. He stated that Mr. Rodriguez is currently paid out of federal transit funds, and noted there is no additional cost for this change. He noted that Mr. Rodriguez's personal time off (PTO) will also be transferred, his salary will remain the same, and he will be provided with equivalent benefits. He said that an IGA between CYMPO and the Town of Prescott Valley is currently being drafted to allow for the federal transit funds to be transferred from the Town to CYMPO, and in the interim, Mr. Rodriguez will be joining CYMPO in a volunteer capacity, pending Board of Supervisors approval.

Mr. Gallegos also discussed several amendments for proposed projects and studies that are projected into the future but need to be added to the Work Program now, and he discussed the amendments to the MTIP.

MOTION

Vice Chair Hughes made a motion to approve amending the FY24-25 Unified Planning Work Program (UPWP) and FY22-26 Metropolitan Transportation Improvement Program (MTIP) as presented. Member Palguta seconded the motion.

VOTE

The vote on the motion was unanimous.

12. ADOT NORTHWEST DISTRICT REPORT

Anthony Brozich, ADOT Northwest District Administrator

Andy Roth, Assistant Northwest District Engineer for ADOT, provided the report for the district. The updates presented by Mr. Roth are attached at the end of this record.

13. STATE TRANSPORTATION BOARD REPORT

Gary Knight, ADOT District 6 Representative

Member Knight shared that the March State Transportation Board meeting location has been changed to the City Council chambers for the City of Casa Grande, however there is no change to the date or time.

Chairman Brown inquired about the length of Member Knight's term. Member Knight noted that his term expired in January 2024, but he will serve until a new member is appointed. He noted he will not step down until he has a replacement.

14. ADJOURNMENT 4:24pm

Upcoming Meetings:

March 13, 2024: TAC Regular Meeting 9:00am

March 15, 2024: State Transportation Board Meeting 9:00am (Pinal County)

March 27, 2024: Executive Board Meeting 1:00pm (Yavapai County)

CYMPO endeavors to make all public meetings accessible to persons in need of language assistance or with disabilities. Please call (928) 442-5730 or e-mail Desi.Zurcher@yavapaiaz.gov 72 hours prior to the meeting requesting reasonable accommodations.

CYMPO se esfuerza por hacer que todas las reuniones públicas sean accesibles para las personas que necesitan asistencia con el idioma o con discapacidades. Llame al (928) 442-5730 o envíe un correo electrónico a Desi.Zurcher@yavapaiaz.gov 72 horas antes de la reunión para solicitar adaptaciones razonables.

**CYMPO Executive Board
February 28, 2024
ADOT Northwest District Update**

Information

1. SR 89 Truck Route Signage
 - a. City of Prescott has completed their portion of signing work.
 - b. Yavapai County has completed their portion of signing work.
 - c. ADOT: specialty signs are ordered and blue stake completed.

Projects in Construction / Maintenance

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| <ol style="list-style-type: none">1. F0294 I-17 at SR 169 TI UP<ol style="list-style-type: none">a. Deck Replacementb. Project in winter shutdown
2. F0519 SR 89 MP 339 to 363
(Paulden to Ash Fork)<ol style="list-style-type: none">a. Centerline Rumble Stripsb. Bid opening 01/05/2024c. Hawk Contracting, LLC (\$524,444.00 /
Dept.:\$528,151.49; -0.7%)d. Project awarded 02/16/2024 | <ol style="list-style-type: none">3. H6800 I-17 Anthem Way to Sunset Pt<ol style="list-style-type: none">a. 3rd lane and Flex Lanesb. http://improvingi17.com/ |
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Projects in Design

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| <ol style="list-style-type: none">1. H8739 SR 69 Prescott Lakes Pkwy to Heather Heights<ol style="list-style-type: none">a. Re-advertised Feb 16, 2024b. Bid opening 04/19/2024
2. F0512 SR 169 Grant Woods Pkway to I-17<ol style="list-style-type: none">a. Centerline Rumble Stripsb. All bids rejected 08/18/2023c. Evaluating re-advertisement
3. F0565 SR 89 at Little Ranch Rd (LTL-HSIP)<ol style="list-style-type: none">a. Stage IV (95%) review comments due 02/14/2024b. Antic. Bid Advertise: 4th Qtr FY 24 | <ol style="list-style-type: none">4. F0596 SR 89 at SR 89A TI On Ramp<ol style="list-style-type: none">a. Stage II (30%) review comments due 02/12/2024b. Anticipate completion of design and shelf ready 4th Qtr FY 24
5. F0695 SS 89A (Fain Road: Robert Rd to Lynx Creek Bridge)<ol style="list-style-type: none">a. AC spot repairs and double microsurface.b. Antic. Bid Advertise 4th Qtr FY 24
6. F0288 SR 69 at SR 169 Roundabout<ol style="list-style-type: none">a. Working toward Stage IV (95%) design |
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