



# MEETING MINUTES

**Executive Board  
Regular Meeting  
Wednesday, February 19, 2014  
5:00 PM**

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

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## **CYMPO Executive Board**

Chairman	Chris Kuknyo, Councilman, City of Prescott
Vice-Chairman	Mary Mallory, Councilwoman, Town of Prescott Valley
Secretary/Treasurer	Terry Nolan, Mayor, Town of Dewey-Humboldt
Member	Craig Brown, Yavapai County Supervisor
Member	Darryl Croft, Town of Chino Valley
Member	Alvin Stump, ADOT Representative

### **1. CALL TO ORDER AND ROLL CALL**

Chairman Kuknyo called the meeting to order at 5PM. Deb Hernandez performed roll call.

### **2. ANNOUNCEMENTS AND UPDATES:**

Announcements and/or updates may be provided by Board Members, CYMPO Administrator or other invitees.

CYMPO Administrator Chris Bridges gave an update of the February State Transportation Board Meeting where the "Draft" 5 Year Construction Program was put out for public review. He reminded the Board of the need to stay active and consider no project safe until construction actually starts.

### **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.

Thomas Slayback made comment to the Executive Board again regarding I-11 Corridor Study. Various CYMPO board members advised corporately CYMPO does not support the proposed route through Chino Valley in question and are confident this route has been evaluated and dismissed.

## **PRESENTATION**

### **4. ADOT ENFORCEMENT**

*Captain Mike Derfus  
(Task #1.2)*

This item was tabled until March meeting.

## **DISCUSSION / POSSIBLE ACTION**

### **5. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE EXECUTIVE BOARD MEETING MINUTES OF DECEMBER 18, 2013**

*Chris Bridges, CYMPO Administrator*

(Task #1.2)

**MOTION**

Secretary/Treasurer Nolan presented a motion to approve the Minutes of the Regular Meeting of December 18, 2013. The motion was seconded by Vice-Chairman Mallory.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**6. DISCUSSION POSSIBLE ACTION TO APPROVE THE COORDINATED PUBLIC TRANSIT – HUMAN SERVICES TRANSPORTATION PLAN**

*Chris Bridges, CYMPO Administrator*

(Task #8.0)

Mr. Bridges stated the Coordinated Public Transit – Human Services Transportation Plan is a federally required document outlining Mobility Management and Coordination for the region. Local providers who wish to apply for Federal Grants must be listed in the document in order to become eligible to receive those funds. The Multimodal Advisory Committee reviewed this document and made recommendation at their February 6<sup>th</sup> meeting to approve this document.

Member Brown indicated the document refers to Chino Valley Transit who is now Yavapai Regional Transit and would like to see that corrected in the final document.

Mr. Bridges responded he would be happy to make those changes. It had also been brought to their attention the airport shuttle service previously operated by Prescott Transit Authority had also been sold and that information should also be updated in the final document.

**MOTION**

Member Brown presented a motion to approve the Coordinated Public Transit – Human Services Transportation Plan with noted corrections made. The motion was seconded by Member Croft.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**7. DISCUSSION POSSIBLE ACTION TO APPROVE THE PUBLIC INVOLVEMENT PLAN**

*Chris Bridges, CYMPO Administrator*

(Task #7.0)

Mr. Bridges explained the Public Involvement Plan is another federally required document. On November 20, 2013 a draft of this document was presented to the Executive Board and authorization to publicize the draft (for not less than 45 day days) was given. The notice was published in the Prescott Daily Courier on November 27, 2013 and the draft was available on the CYMPO web site. To date we have received no public comment. The M-TAC recommended approval of this document at their February meeting.

Member Brown stated he thought this was a very well written document.

**MOTION**

Member Brown presented a motion to approve the Public Involvement Plan. The motion was seconded by Member Croft.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**8. DISCUSSION AND POSSIBLE ACTION TO APPROVE CURRENT FY14-FY23 M-TIP AMENDMENT #3**

*Chris Bridges, CYMPO Administrator  
(Task #3.0)*

Mr. Bridges informed a review of the CYMPO ledger by ADOT finance has shown an excess balance of STP funding obligation authority in the amount of approximately \$190,000 for various reasons. CYMPO will no longer be able to carry this credit balance forward. These STP funds need to be obligated to a project prior to June 30, 2014 or they will be swept away under the current “use it or lose it” policy implemented by ADOT.

In order to utilize these funds they need to be put into a project that can be started and implemented quickly or be added to a project that is already funded that can be delivered in a short amount of time. Staff inquired with the ADOT Prescott District office as to the potential uses of these additional funds. Prescott District Engineer, Alvin Stump, proposed Perkinsville Road roundabout at the intersection of SR 89 could utilize the funding as could the signal light at the intersection of Main Street and SR 69 in Dewey-Humboldt.

The M-TAC recommended the following amendment to the FY14-23 MTIP at their February meeting:

- Add Perkinsville Road/SR 89 roundabout to FY 14 - \$190,000
- Add Main Street/SR 69 Traffic signal to FY 16 - \$500,000
- Modify SR 69 design from \$633,000 to \$150,000
- Delete Perkinsville Road/SR 89 roundabout from FY 21 and FY 22

Member Brown agreed with their recommendations stating both intersections were in need.

Mr. Stump also agreed indicating ADOT’s budget is very tight and the Perkinsville roundabout is in danger of being shelved without the additional funds.

Vice-Chairman Mallory stated this would best benefit our community as a whole.

Chairman Kuknyo, though not a fan of “use it or lose it” agreed this would be the best use of our funds but noted State Route 69 is quickly becoming CYMPO’s number one regional project.

**MOTION**

Member Croft presented a motion to approve the FY14-FY23 M-TIP Amendment as follows:

- Add Perkinsville Road/SR 89 roundabout to FY 14 - \$190,000
- Add Main Street/SR69 Traffic signal to FY16 - \$500,000
- Modify SR 69 design reducing funding from \$633,000 to \$150,000
- Delete Perkinsville Road/SR89 roundabout from FY21 and FY 22.

The motion was seconded by Member Brown.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**9. DISCUSSION AND POSSIBLE ACTION TO APPROVE PERKINSVILLE ROUNDABOUT AGREEMENT, JPA 13-0003885-I**

*Chris Bridges, CYMPO Administrator  
(Task #1.2)*

Mr. Bridges advised this Joint Project Agreement ties directly to the previous conversation regarding the Perkinsville Roundabout acknowledging CYMPO's contribution of \$190,000 towards the construction cost of the Perkinsville Roundabout.

**MOTION**

Vice Chairman Mallory presented a motion to approve JPA 13-0003885-I and authorize the Chairman, or in his absence the Vice-Chairman, to sign JPA 13-0003885-I for the Perkinsville Roundabout Project. The motion was seconded by Member Croft.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**10. DISCUSSION AND POSSIBLE ACTION TO APPROVE RECOMMENDED PLANNING STUDIES TO ADOT'S FY15 WORK PROGRAM**

*Chris Bridges, CYMPO Administrator  
(Task #1.1)*

Mr. Bridges stated this item was discussed at the M-TAC February meeting and their recommendations were:

- SR89 Road 3 North to Paulden (safety and widening)
- Robert Road Traffic Interchange location study
- SR169 to Fain Road (corridor location)

Not included in the M-TAC recommendations State Route 69 Capacity and Safety Study from Prescott to Dewey-Humboldt.

Member Stump stated HWY 89 north of Chino was an excellent study to submit. Even though Robert Road and SR169 are important to our area, consideration needs to be given to studies that would compete well with statewide studies. HWY 89, as a corridor for interstate commerce, would compete well. A PARA Study might be a better fit for the Robert Road Interchange. Do not want to lose sight of the SR169 to Fain Road Study.

Mr. Bridges related ADOT staff, Charla Glendening, also felt Robert Road would score very high on a PARA Study, although her recommendation was to leave it on this list in the event it was not selected for a PARA Study.

**MOTION**

Member Croft presented a motion to approve the following studies in ADOT's FY15 Work Program Planning Studies, with the recommendation the Town of Prescott Valley apply for a PARA Study for the Robert Road Traffic Interchange:

- SR89 Road 3 North to Paulden (safety and widening)
- Robert Road Traffic Interchange location study
- SR169 to Fain Road (corridor location)

The motion was seconded by Vice-Chairman Mallory.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**DISCUSSION**

**11. UPDATE OF THE REGIONAL TRANSPORTATION PLAN**

*Chris Bridges, CYMPO Administrator  
(Task #4.0)*

Mr. Bridges reported he received an update from the consultant. They are moving forward with model validation for the base model for traffic, this week. They will then be scheduling meeting with TAC, then we will be setting a Public hearing date, possibly the second week of April. ADOT is providing socio-economic information and coordinating with AECOM.

**12. UPDATE OF THE HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP)**

*Chris Bridges, CYMPO Administrator*

*(Task #6.1)*

Mr. Bridges was happy to report that signs were going in. The contractor is moving into Prescott Valley this week and expects to be finished by the end of August. We are looking at having a Joint Project Agreement for the M-TAC to review at their March meeting.

**13. ANTICIPATED FUTURE AGENDA ITEMS**

*Chris Bridges, CYMPO Administrator*

*(Task #1.2)*

- UPWP Draft
- MTIP Draft
- FY14 HSIP JPA
- RTP Update
- ADOT Enforcement Presentation
- Erica Young, moving forward with message that the Highway Trust Fund needs to be funded.

**14. UPCOMING SCHEDULED MEETINGS**

- M-TAC Meeting: **Thursday, March 6, 2014**, Prescott Valley Library Auditorium, 1<sup>st</sup> Floor, 7401 E. Civic Circle, Prescott Valley, AZ 86314 (*CYMPO Multimodal Technical Advisory Committee monthly meeting*)
- Local Coordinating Council Meeting, **Wednesday, March 12, 2014**, ADOT Administration Bldg., 1109 East Commerce Drive, Prescott, AZ
- State Transportation Board Meeting: **March 14, 2014, Phoenix, AZ**
- Executive Board Meeting: **Wednesday, March 19, 2014, 5:00 PM**, County Board of Supervisor's Room, 1015 Fair Street, Prescott, AZ

**15. ADJOURNMENT 6:08**



Chris Kuknyo, Chairman  
Executive Board

ATTEST:

  
Deborah Hernandez, Program Secretary