



JOINT MEETING MINUTES

**Executive Board
Regular Meeting
Wednesday, April 16, 2014
4:00 PM**

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

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

CYMPO M-TAC Committee

Chairman	Scott Tkach, City of Prescott
Vice-Chairman	Richard Straub, Town of Chino Valley
Member	Byron Jaspers, Yavapai County
Member	Yvonne Kimball, Town of Dewey-Humboldt
Member	Norm Davis, Town of Prescott Valley
Member	Dan Salcido, U.S. Forest Service
Member	Justin Feek, ADOT MPD
Member	Bob LaJeunesse, ADOT Prescott District

1. CALL TO ORDER AND ROLL CALL

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

Members Absent:

Byron Jaspers with Roger McCormack in as proxy
Yvonne Kimball with no proxy
Dan Salcido with no proxy
Justin Feed with no proxy
Bob LaJeunesse with no proxy

2. 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.

3. ANNOUNCEMENTS AND UPDATES:

CYMPO Chairman, Chris Kuknyo, gave a brief update of the comments presented at April State Transportation Board Meeting in favor of the SR89 South project.

CYMPO Administrator, Chris Bridges, further expounded on the State Transportation Board meeting. He also provided updates on the following:

- Regional Transportation Plan – April 23rd public meeting

- In-Kind Time Tracking
- 5310 Panel Grant process through ADOT to rank projects competing for grant money

DISCUSSION / POSSIBLE ACTION

4. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE EXECUTIVE BOARD MEETING MINUTES OF MARCH 19, 2014

Chris Bridges, CYMPO Administrator

(Task #1.2)

MOTION

Member Brown presented a motion to approve the Minutes of the Regular Meeting of March 19, 2014. The motion was seconded by Member Croft.

VOTE ON THE MOTION

The vote on the motion was unanimous.

5. DISCUSSION AND POSSIBLE ACTION OF THE FY 2015 WORK PROGRAM (WP) FINAL DRAFT

Chris Bridges, CYMPO Administrator

(Task #1.1)

Mr. Bridges indicated the Fiscal Year 2015 Work Program has been under review. On April 1, 2015 Federal Highways and ADOT met for their formal review. CYMPO was encouraged to use more of the monies allocated to CYMPO for operations, suggesting the lease or purchase of a vehicle be considered.

MOTION

Member Brown presented a motion to move forward with budget adjustments to allow for the acquisition of a vehicle. The motion was seconded by Vice-Chair Mallory.

VOTE ON THE MOTION

The vote on the motion was unanimous.

Discussion ensued supporting the acquisition of a vehicle for CYMPO use.

MOTION

Member Brown presented a motion to approve the final draft FY15 Work Program and make available for 30 day public review. The motion was seconded by Member Croft.

VOTE ON THE MOTION

The vote on the motion was unanimous.

6. DISCUSSION AND POSSIBLE ACTION TO EXPAND MPO BOUNDARY

Chris Bridges, CYMPO Administrator

(Task #1.2)

Mr. Bridges advised it had been brought to his attention two current ADOT projects within the CYMPO region encompass area within as well as slightly outside the CYMPO boundary. ADOT has suggested CYMPO consider realign their boundary to meet with the US Forest Service boundary in these areas.

General consensus among board and TAC members was the effort it would take to amend CYMPO's current boundary for two ADOT projects does not make sense at this time.

7. DISCUSSION AND POSSIBLE ACTION REGARDING SHARING COSTS AND RESPONSIBILITIES ON REGIONAL SIGN PROJECT

Chris Bridges, CYMPO Administrator

(Task #6.1)

Mr. Bridges provided a background on the progress of the existing regional sign project and the errors that have added costs to the original bid:

- Original bid did not include cost of brackets needed, resulting in an \$80,000 change order, which CYMPO was able to cover
- 400 duplicate signs were in original bid data
- Base data provided by each jurisdiction has had errors
- An additional \$60,000 has been added to cover possible contingency

It is possible this is not enough money to cover additional costs to the contractor. Currently, additional costs incurred would be shared proportionately according to population. Mr. Bridges suggested moving forward with an agreement stating; based upon your responsibility to the project, if your errors were to cause cost over-runs to the project you would pay that proportionately.

After much deliberation, the board decided not to change forthcoming contract, but make it known to the contractor he is not to go over budget. Also, each jurisdiction needs to verify data provided to reduce the possibility of errors. Mr. Bridges advised Federal Contracts are not as flexible as local contracts.

8. DISCUSSION AND REVIEW OF THE FY15-24 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP) DRAFT #2

Chris Bridges, CYMPO Administrator
(Task #1.2)

Mr. Bridges discussed changes made to the FY15-24 to date. We are still waiting for notification of who applied for 5310 grants to include that information. Our MTIP cannot officially be completed until after the June State Transportation Board Meeting.

9. ANTICIPATED FUTURE AGENDA ITEMS

Chris Bridges, CYMPO Administrator
(Task #1.2)


- UPWP Final Approval
- MTIP Draft

10. UPCOMING SCHEDULED MEETINGS

- Regional Transportation Plan Public Meeting, **Wednesday, April 23, 2014**, Prescott Valley Library Auditorium, 1st Floor, 7401 E. Civic Circle, Prescott Valley, AZ 86314 from 1:00-3:00PM then again from 5:30-7:30PM
- M-TAC Meeting: **Thursday, May 1, 2014**, Prescott Valley Library Auditorium, 1st Floor, 7401 E. Civic Circle, Prescott Valley, AZ 86314 (*CYMPO Multimodal Technical Advisory Committee monthly meeting*)
- State Transportation Board Meeting: **May 9, 2014, Flagstaff**
- Local Coordinating Council Meeting, **Wednesday, May 14, 2014**, ADOT Administration Bldg., 1109 East Commerce Drive, Prescott, AZ
- Executive Board Meeting: **Wednesday, May 21, 2014, 5:00 PM**, County Board of Supervisor's Room, 1015 Fair Street, Prescott, AZ

11. ADJOURNMENT of the meeting occurred at 5:20 PM.


Chris Kuknyo, Chairman
Executive Board

ATTEST:

Deborah Hernandez, Program Secretary