



# MEETING MINUTES

**Executive Board  
Regular Meeting  
Wednesday, May 17, 2017  
4:00 PM**

**Yavapai County Administration Building  
Board of Supervisors Chambers  
1015 Fair Street  
Prescott, Arizona**

## **CYMPO Executive Board**

Chair	Craig L. Brown, Yavapai County Supervisor
Vice-Chair	Mary Mallory, Councilwoman, Town of Prescott Valley
Secretary/Treasurer	Billie Orr, City of Prescott
Member	Mike Best, Town of Chino Valley
Member	Terry Nolan, Town of Dewey-Humboldt
Member	Alvin Stump, ADOT Representative

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

Chairman Brown called the meeting to order at 4PM. Deb Hernandez performed roll call.

**Absent:** Member Mike Best, Secretary-Treasurer Orr arrived at 4:45

### **2. PLEDGE OF ALLEGIANCE**

### **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.

No public comments were made.

### **4. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE February 15, 2017 EXECUTIVE BOARD MEETING MINUTES**

*Chris Bridges, CYMPO Administrator  
(Task #102)*

#### **MOTION**

Member Nolan presented a motion to approve the Meeting Minutes of February 15, 2017. The motion was seconded by Vice-chair Mallory.

#### **VOTE ON THE MOTION**

The vote on the motion was unanimous.

### **5. AGENCY ANNOUNCEMENTS AND UPDATES**

Mary Mallory, Town of Prescott Valley

- Home and Garden Show coming up at the Prescott Valley Event Center
- Chairman Brown announced that Yavapai County Supervisors would be present at various times on Friday and Saturday for this event

Chris Bridges, CYMPO Administrator

- CYMPO Lease with Yavapai County
- May State Transportation Board Meeting, last opportunity to give public comment
- EMAC
- June 14<sup>th</sup> CYMPO Open House / Mobility Management Awards

Chairman Brown

- Fatality collision today near High School in Spring Valley on SR69

**6. DISCUSSION AND POSSIBLE ACTION ON THE YARNELL HILL RECOVERY GROUP REGARDING THE HOT SHOT MEMORIAL TRAIL SHUTTLE SERVICE**

*Vincent Gallegos, CYMPO Transportation Planner*

*Chuck Tidey, Chairman Yarnell Hill Recovery Group*

*Frances Lechner, Member Yarnell Hill Recovery Group*

*(Task #600)*

In Vinny's absence, Chris introduced the Yarnell Hill Recovery Group. He informed the Board that CYMPO has been working with this group since February to help them start a shuttle service from Yarnell to the parking lot / trailhead of the Hot Shot Memorial Trail. The park ranger has had to turn people away due to the lack of parking.

Frances Lechner introduced the members of the Yarnell Hill Recovery Group. Ms. Lechner stated that hiking the trail to the Hot Shot Memorial can take upwards from 6 hours. This means parking spaces are used for a long period of time. Helping the State resolve its problem with the Memorial Park would also help the Yarnell Community. The best way to honor the sacrifice made by the Hot Shots is to make Yarnell a thriving community. Short term goal is to start a shuttle from Yarnell Park to the parking lot of the Hot Shot Memorial Park. Long term goals are to have a regional shuttle from Congress and Wilhoit to Prescott or Wickenburg. Applied for grant from APS this grant would help finish the Yarnell Memorial Park. The movie about the Hot Shots is expected to be released this September and we would like to see the park finished by that date. The balance of the APS grant would be used for start-up costs for the shuttle service. Chris and Vinny were able to expedite their attendance to the AzTA Conference where key contacts were made. One contact resulted in the donation of two 34-passenger busses. Other grant opportunities are available by collaborating with their community center.

Ms. Lechner further stated they have a superb relationship with the Arizona State Parks. They have offered to install signage refer hikers to the Yarnell Shuttle as well as other networking possibilities.

Chuck Tidey, Chairman of the Yarnell Hill Recovery Group, informed the Hot Shot Memorial has received 10,595 visitors in less than 6 months and the park ranger has turned away 650 on weekends only; they estimate more than 1,000 people have been turned away during the week since the park opened the 29<sup>th</sup> of November. They want to provide a place for hikers to safely park so no one would be turned away due to lack of parking.

Vice-chair Mallory stated she had driven by the parking lot and noticed that it was not very large but had no idea the numbers of people that visiting this site.

Member Nolan commented at how much the community has done since the fire. Linda Ma, Yarnell Hill Recovery Group, recognized Member Nolan and thanked him for being one of the volunteers that help clean up her home that was destroyed by the fire.

Chairman Brown stated that even though Yarnell is not in the CYMPO boundary, it is important that we continue providing technical support.

**MOTION**

Chairman Brown presented a motion that CYMPO formally continue providing technical support to the Yarnell Hill Recovery Group. The motion was seconded by Member Nolan.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

Mr. Bridges informed that ADOT planning staff is requesting a 5-year plan from the Recovery Group. Out of curiosity, checked with Suzanne O'Neill of TransitPlus to see what she would charge for this type of planning documents. Her high conservative guess was \$15,000. He requested permission to verify that CYMPO has this money available in the budget, pursue bids then bring it back to the Executive Board in August for consideration.

**7. DISCUSSION AND POSSIBLE ACTION TO APPROVE JPA17-0006334-I BETWEEN ADOT, YAVAPAI COUNTY, THE CITY OF PRESCOTT AND CYMPO FOR THE SR69 DESIGN**

*Chris Bridges, CYMPO Administrator  
(Task #300)*

Mr. Bridges explained the TAC did make the recommendation to approve this JPA with the modifications showing corrected contribution amounts. We are still waiting for corrections.

Chairman Brown asked the Executive Board for authority to sign the JPA after it has been signed by the City of Prescott and Yavapai County after ALL corrections were made, so as to not hold it up any longer than necessary.

**MOTION**

Member Nolan presented a motion to authorize the Chair, or in his absence the Vice-Chair, to sign the JPA 17-0006334-I for the design of SR69 Safety and Capacity Improvements after City of Prescott and Yavapai County have approved and signed. The motion was seconded by Vice-chair Mallory.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**8. DISCUSSION AND POSSIBLE ACTION TO APPROVE A RESOLUTION IN SUPPORT OF DESIGNATING A PORTION OF SR69 AS A CRITICAL URBAN FREIGHT CORRIDOR**

*Chris Bridges, CYMPO Administrator  
(Task #102)*

Mr. Bridges informed the Board this was discussed last month. This designation would allow future access to freight specific funding for improvements on this segment of roadway that currently is not available without the CUFC designation. Last month CYMPO staff was given direction to prepare a resolution in support of designating a 12.56-mile portion of SR69 as a Critical Urban Freight Corridor.

Chairman Brown indicated this would give us more opportunities to apply for funds to improve the corridor.

Mr. Bridges indicated this pot of money is in addition to other pots of money that are available and it definitely gives CYMPO a competitive edge when asking ADOT for improvements.

**MOTION**

Chairman Brown presented a motion to authorize the Chair, or in his absence the Vice-Chair, the signing of Resolution 2017-01 in favor of designating a 12.56-mile-long portion of SR69 as a Critical Urban Freight Corridor. The motion was seconded by Member Nolan.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**9. DISCUSSION AND POSSIBLE ACTION ON PROVIDING ADOT A LETTER OF SUPPORT ON PROJECTS POTENTIALLY ELIGIBLE FOR PARA STUDIES**

*Chris Bridges, CYMPO Administrator*

*(Task #102)*

Mr. Bridges stated the TAC discussed this item at their last meeting. The two projects that they felt would benefit most from a PARA (Public Assistance for Rural Areas) Study would be:

- SR69 Widening / Access Management from Costco through Prescott Valley along the newly designated Critical Urban Freight Corridor for Safety and Capacity Improvements
- Alternate connection from SR169 to Fain Road

Alvin Stump, ADOT Northwest District Engineer, commented on the need for a close alternate connection from SR169 to Fain Road.

Chairman Brown clarified where this connector would potentially be constructed.

Furthermore, Mr. Bridges informed that just this year ADOT has opened application for PARA Studies up to MPO's and COG's, if it can be demonstrated that the region is supportive. Mr. Bridges presented Alvin Stump's proposal of ADOT applying for a study to cover the SR69 alternate connection from SR169 to Fain Road and CYMPO applying for SR69 for safety and capacity along the 12.56-mile section of the Critical Urban Freight Corridor.

Chairman Brown's recommendation was that CYMPO staff move forward in making application for a PARA Study. Mr. Bridges agreed and stated this would identify the break out of smaller projects within the entire corridor.

**MOTION**

Member Nolan presented a motion to approve a "Letter of Support" for ADOT to conduct a PARA Study to determine an alternate connection from SR169 to Fain Road and CYMPO staff apply for SR69 Safety and Capacity PARA Study. The motion was seconded by Vice-chair Mallory.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**10. DISCUSSION AND POSSIBLE ACTION TO APPROVE RANKINGS OF REGIONAL FTA 5310 GRANT APPLICATIONS**

*Vincent Gallegos, CYMPO Transportation Planner*

*(Task #600)*

Mr. Bridges explained Vinny put together a ranking committee who met on Monday, May 15<sup>th</sup> to rank all 5310 applications submitted within our region. Their findings are as follows:

2017 - 5310 Grant Application Rankings					
Operating		FTA Request	Local Match		
	1. New Horizons	\$ 90,000.00	\$90,000.00		
	2. People Who Care	\$ 51,990.00	\$51,990.00		
		\$ 141,990.00			
Capital		Item	Total Cost	FTA Share	Local Share
	1. New Horizons	One Call Center	\$76,250.00	\$ 61,000.00	\$ 15,250.00
	2. New Horizons	Minivan-No ramp	\$27,321.00	\$ 21,428.00	\$ 5,893.00
	3. West Yavapai Guidance Clinic	4 x 4 SUV	\$45,570.00	\$ 35,741.00	\$ 9,829.00
	4. West Yavapai Guidance Clinic	4 x 4 SUV	\$45,570.00	\$ 35,741.00	\$ 9,829.00
	5. West Yavapai Guidance Clinic	Mini Van	\$27,321.00	\$ 21,428.00	\$ 5,893.00
	6. West Yavapai Guidance Clinic	Mini Van	\$27,321.00	\$ 21,428.00	\$ 5,893.00
	7. New Horizons	Security	\$22,500.00	\$ 18,000.00	\$ 4,500.00
				\$214,766.00	
	TOTAL FTA REQUESTS			\$356,756.00	

These rankings will be submitted to ADOT with applicants from across the state then at the end of the month ADOT will have a formal meeting at which time Vinny or myself will be there to advocate for projects in our region.

Member Nolan asked if these projects would be competition with other projects from across the state. Mr. Bridges confirmed he was correct.

Chairman Brown asked how much money was available to the state. Mr. Bridges replied in total \$4 Million.

Vice-chair Mallory reiterated that Mr. Bridges was requesting an endorsement of these rankings from the Executive Board. Mr. Bridges confirmed.

Secretary / Treasurer Orr stated that she was in support of the groups applying for 5310 grants.

Ron Romley, Yavapai Regional Transit confirmed that each applicant was responsible for providing their local share. He expressed concerns about how the One-call Center would be implemented. He confirmed YRT is looking at New Horizons' I-Pads to see how YRT could tailor them for their specific use.

#### MOTION

Secretary/Treasurer Orr presented a motion to approve the committee rankings of the FY18 FTA 5310 Grant Applicants as presented. The motion was seconded by Vice-chair Mallory.

#### VOTE ON THE MOTION

The vote on the motion was unanimous.

11. ADJOURNMENT 5:30pm

*CYMPO endeavors to make all public meetings accessible to persons in need of foreign language assistance or with disabilities. Please call (928) 442-5730 or e-mail Deborah.Hernandez@yavapai.us, 72 hours prior to the meeting to request a reasonable accommodation to participate in this meeting.*



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Craig L. Brown, Chairman  
CYMPO Executive Board



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Deborah Hernandez,  
CYMPO Account Specialists