



**CENTRAL YAVAPAI  
METROPOLITAN PLANNING ORGANIZATION**

**EXECUTIVE BOARD MEETING  
Wednesday, March 19, 2008  
6:00 P.M.**

**Yavapai County Administration Bldg.  
Supervisors Boardroom**

**1015 Fair Street  
Prescott, AZ 86303**

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**BOARD MEMBERS PRESENT**

Yavapai County	Carol Springer, Chair
Town of Prescott Valley	Mike Flannery, Vice-Chair
City of Prescott	Bob Luzius, Secretary/Treasurer
Town of Chino Valley	Karen Fann, Member

**BOARD MEMBERS UNABLE TO ATTEND**

State Transportation Board	Bill Feldmeier, Member
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**AGENCY REPRESENTATIVES PRESENT**

ADOT Prescott District	Alvin Stump
City of Prescott	Mayor, Jack Wilson, Craig McConnell
Town of Prescott Valley	Norm Davis
Yavapai County	Chris Bridges, Mike Willett

**CYMPO STAFF PRESENT**

Administrator	Jodi Rooney
Program Manager	Joanne Scardina-Barr

**ADDITIONAL ATTENDEES**

Bradshaw Public Relations	Al Bradshaw
Citizens	Tony Terrasi, Sandy Willett
DVCA	Walt Matthew
Dava & Associates	Dava Hoffman
LWYCYC	Terri Farneti, June Ruth
PQV	Jeff Hanna
Prescott Daily Courier	Cindy Barks

**MEETING MINUTES**

**CALL TO ORDER**

Chairman Springer called the meeting to order at 6:00 p.m.

**1. INTRODUCTION**

The Board members, CYMPO staff and meeting attendees were introduced.

Prior to moving onto the regular agenda, Chairman Springer recognized the efforts, on behalf of CYMPO, of Member Flannery, who commenced the conception of CYMPO, and Member Fann, who led the organization over the last three years and achieved noteworthy accomplishments.

**2. ANNOUNCEMENTS and CYMPO Updates**

- State Transportation Board will hold public hearings to review the FY2009-2013 ADOT Five (5) Year Transportation Program: March 21, 2008, Tucson, AZ, April 18, 2008, Phoenix, AZ, and, May 16, 2008, Flagstaff, AZ. The public hearing dates noted above coincide with the State Transportation Board's regular monthly meetings.
- The Regional Framework Studies open house is scheduled for Thursday, March 27, 2008, at the Yavapai College, Building 19-Multipurpose Room, Prescott, AZ from 6-8 PM.
- The Arizona Transportation Association (AzTA) Conference will be held March 30 to April 2, 2008, in Tucson, AZ.
- The CYMPO Metropolitan Transportation Improvement Program is in process with the call for projects announced on March 3, 2008. Once finalized, this Program will include a 30-day public comment period with anticipated completion by June 23, 2008.
- An Arizona Transportation Summit, "Exploring Arizona's Transportation Future", will be held on May 28, 2008, at the Wigwam Golf Resort & Spa, Litchfield Park, AZ.

**3. PUBLIC COMMENT:** 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. The public may also comment on individual agenda items, as each item is considered by the Board, subject to a time limit of three (3) minutes.

**4. APPROVAL OF MINUTES: February 20, 2008 MOTION**

Board member Luzius introduced a motion to approve the February 20, 2008, meeting minutes. Board member Fann seconded the motion.

**VOTE ON THE MOTION**

The motion passed unanimously.

**5. SURFACE TRANSPORTATION PROGRAM (STP): POTENTIAL SHIFT OF CURRENT FUNDING FROM CONSTRUCTION TO DESIGN REGARDING THE VIEWPOINT TRAFFIC INTERCHANGE**

*Mike Willett, Yavapai County*

This item came to the M-TAC at the March 7, 2008, meeting, after a month of further discussion. Given that the Viewpoint TI was not included in this year's tentative ADOT 5-year program, Dallas Hammit made an inquiry as to the affirmation of being able to shift STP construction dollars to design (\$700,000). Sandy Gilbert researched the matter and provided confirmation, which would serve the TI to move one step closer to construction. Discussion among the M-TAC members overcame the reticence to exchange construction dollars for design in order to move the project forward. They approved recommending to the Executive Board to shift FY06-07 STP funds from construction to design for the Viewpoint Traffic Interchange; furthermore, the remaining FY06-07 STP funds credited to future construction of this interchange.

Board member Luzius presented a statement to the Board: "Surface Transportation Program (STP) allocations are intended to be used for construction, although as we have learned they may be used for

design. As a matter of CYMPO policy, I believe STP funding should be used, as intended, for construction. However, in these challenging times for highway funding, in certain cases we may want to consider using STP money to gain access to other funding for key projects. This appears to be such a case, an opportunity to get design of the SR89A/Viewpoint Traffic Interchange going as a crucial step for being able to move the project into the ADOT Five Year Construction Program. At this point we wouldn't be taking the STP money away from another project which has been designed or is in the process of being designed in preparation for construction like the Side Road Interchange which will be discussed under the next agenda item. Considering these special circumstances, I can support the funding proposal being made for allocating FY06 and FY07 STP dollars to the Viewpoint Traffic Interchange."

**MOTION**

Board member Flannery introduced a motion to shift pledged FY 06 and FY07 STP funds from construction to design concerning the Viewpoint TI; furthermore, outstanding programmed funds to remain credited to future construction of the interchange. Board member Fann seconded the motion.

**VOTE ON THE MOTION**

The motion passed unanimously.

**6. SURFACE TRANSPORTATION PROGRAM (STP):  
PROGRAMMING OF FUTURE FUNDING FY-08 & FY-09**

*Jodi Rooney, CYMPO Administrator*

Strategic Planning, Session Four, provided an opportunity to discuss STP funding allocations and identify potential projects for future years as follows:

- SR169 Connector to Fain Road
- Widening of Fain Road to 4 lanes
- Chino Valley Extension
- SR89 from South Corporate Limits to Chino Valley to 89A
- Robert Road TI
- Great Western Road
- Side Road TI

At their March 6, 2008, meeting, the M-TAC discussed potential projects in order to program future allocations. With the MTIP cycle beginning, the timing is appropriate to identify a project for STP funding consideration. Presently, nothing would preclude us from discussing out years. M-TAC discussion concluded that the Side Road TI be recommended for the FY-08 and FY-09 STP allocations.

Although the Side Road Interchange is listed in the current MTIP, funding is not designated. By taking action on this M-TAC recommendation, the Side Road Interchange project would become eligible for funding and dollars pledged.

Board member Luzius presented a statement to the Board: "As I mentioned before, this project is being designed by the City of Prescott, and is programmed for construction beginning in 2009, so it is the best use of the FY08 and FY09 STP dollars available or to be made available to CYMPO.

Accordingly, as recommended by the Technical Advisory Committee at their March 6<sup>th</sup> meeting, I move to approve designating the CYMPO FY08 and FY08 STP allocations to construction of the SR89A/Side Road Traffic Interchange."

**MOTION**

Board member Luzius introduced a motion to approve FY-08 and FY-09 Surface Transportation Program allocations to the Side Road Traffic Interchange. Board member Flannery seconded the motion.

**VOTE ON THE MOTION**

The motion passed unanimously.

**7. MAP: CENTRAL YAVAPAI METROPOLITAN PLANNING ORGANIZATION REGIONAL SYSTEM**

*Chris Bridges, Yavapai County*

The CYMPO Regional System Map is designed to be easy to read, identify the regional routes, focus on the major ones, and follows the Pinal County model. Recently, Pinal County completed the Regionally Significant Routes for Safety and Mobility Study, and is using this study with a map to preserve future right of way. The map adopted by Pinal County in 2007 identifies regionally significant routes in future corridors.

At the March, 2008, M-TAC meeting, a draft of an updated Regional System Map was presented. Discussions resulted in changes noting access controlled facilities, which include the Eastern Corridor. These changes have been made and the map is being presented to the Executive Board for review and approval consideration.

Upon Board review, Chairman Springer requested a few final modifications, to assure clarity in understanding, be made prior to approval consideration at the April 16, 2008, CYMPO Executive Board meeting.

**8. GREAT WESTERN ROAD STUDY**

*Mike Willett, Yavapai County*

In January of 2002, Yavapai County finalized a corridor location report for Glassford Hill Road and SR89. The 2008 Great Western Road Corridor location report, prepared by Dava and Associates, provides an update to the 2002 report and sets the stage for a Design Concept Report for Great Western Road and its connection points with SR89 and SR89A.

This 2008 study examines what it would take to build a free flow connection between SR89 and SR89A as recommended in the 2002 Corridor Location Report (Glassford Hill Road and SR89). The report identifies the difficult constructability over an existing diamond interchange, traffic control, and cost issues. At the suggestion of the ADOT Prescott District, a second location was examined at Great Western Road with a free flow connection, and the recommendation based on the report is to build a free flow connection at Great Western Road and SR89A with Glassford Hill as another connection extending north approximately 2 miles from SR89A to Great Western Road to meet the criteria of the 1.9 mile spacing between interchanges.

Craig McConnell, City of Prescott, noted that significant discussions with stakeholders are required prior to moving forward and additional project considerations must be addressed, including:

- ✓ City of Prescott annexations,
- ✓ inclusion of other north and south alternatives,
- ✓ alternative “fly-over” configurations,
- ✓ identification of an appropriate connection point for the area,

- ✓ how the Side Road connector would be accommodated into this interchange, and
- ✓ thorough assessment of transportation demand, land use, and access.

Given CYMPO's current workload, the County is poised to take the lead on this project. The County's goal is to:

- close this planning level study,
- move forward with the Design Concept Report, which allows this project to be included in the ADOT 5 Year Program,
- work as a partnership on the project,
- move forward in the stakeholder process, including all parties public and private, and
- acquire right-of-way.

Access issues will be a part of the process to address mobility and working with the adjacent landowners.

The construction of the Great Western Road, as a controlled access facility, could increase market base as well as protect the mobility.

The Great Western Road Study presentation is available on the CYMPO website: [www.cympo.com](http://www.cympo.com).

#### **9. CORRIDOR STUDIES WORKING GROUP: CONTRACT UPDATE FOR SR169 CONNECTOR TO FAIN ROAD & THE CHINO VALLEY EXTENSION**

*Mike Willett, Yavapai County*

The City of Prescott Council, at their March 11, 2008, meeting approved an engineering services agreement on behalf of CYMPO with Civiltec Engineering, Inc., in association with HDR, Inc., for the SR 169 Connector to Fain Road and Chino Valley Extension corridor studies, in an amount not to exceed \$538,552.00. With that approval, the contract will now be prepared for signature with the studies to commence in the near future.

#### **10. STATE TRANSPORTATION BOARD: JULY 2008 EVENT**

*Joanne Scardina-Barr, CYMPO*

The consensus from discussions at the February 20, 2008, Executive Board meeting was for CYMPO to move forward with planning and coordinating with the Hassayampa Golf Club for the reception and dinner, and the Hassayampa Inn for lodging the State Transportation Board in July, 2008. The current status of this event was reviewed with the Board noting that at the April 16, 2008, meeting, the Board will be asked to consider approving two final event agreements with the Hassayampa Inn and the Hassayampa Golf Club.

CYMPO staff also requested a secondary review of the draft event invitation list by the Executive Board with revisions returned to Joanne Scardina-Barr no later than April 15, 2008.

#### **11. QUARTERLY BUDGET REPORT**

*Jodi Rooney, CYMPO*

At the request of the Executive Board, the CYMPO staff presents their Quarterly Budget Report ending March 3, 2008. This report includes the FY08 Actual Expenses to-date vs. FY08 approved Budget plus estimated FY08 year-end expenses and notes spending well within the FY08 Budget parameters.

The finalized CYMPO FY09 budget has been incorporated into the FY09 Unified Planning Work Program (UPWP) scheduled for distribution to the Executive Board and M-TAC for review by Friday, March 21, 2008. The UPWP is an agenda item for the upcoming April M-TAC meeting where revisions and comments will be incorporated into the plan for Board review and approval consideration at their April meeting.

## **12. TRANSIT IMPLEMENTATION PLAN**

*Norm Davis, Prescott Valley*

At the February 20, 2008, Executive Board Meeting, the T-TAC's request for authorization to enter into contract negotiations with TransitPlus upon their finalization of the scope of work was approved. On February 21, 2008, the T-TAC and Jodi Rooney, CYMPO Administrator, participated in a conference call with Suzanne O'Neill, TransitPlus, refining the draft scope of work and budget.

At their March 14, 2008, meeting, the T-TAC reviewed and approved the refined scope of work with the incorporation of the modifications noted below to be presented to the Executive Board for approval consideration.

- Include in Task 6, the addition of a limited marketing element scaled to fit the Transit Implementation Plan's recommended service option(s), and
- Add Task 7.3, adding consultant assistance with the CYMPO FTA grant application preparation as needed.
- Adjustment to proposed budget reflecting the above changes.

Upon Executive Board approval of the modified Scope of Work, the T-TAC recommends Board approval consideration requesting the City of Prescott commence their procurement process, on behalf of CYMPO, for the Transit Implementation Plan consultant contract.

The total cost of the Plan, as submitted by TransitPlus, is \$96,180; the T-TAC has a high-level of confidence that through CYMPO's submission of a FTA 5307 grant application, 80% of this cost will be reimbursed through the grant award, with the remaining 20% local funding match provided by the City of Prescott, Town of Prescott Valley and Yavapai County. The anticipated start date of the Plan is mid-April, 2008 with completion expected in October, 2008.

### **MOTION**

Board member Luzius introduced a motion to approve the final modified, scope of work from TransitPlus for the Transit Implementation Plan and request the City of Prescott to commence the procurement process, on behalf of CYMPO, for the Transit Implementation Plan consultant contract. Board member Flannery seconded the motion.

### **VOTE ON THE MOTION**

The motion passed unanimously.

## **13. TRANSIT IMPLEMENTATION PLAN PROJECT MANAGEMENT**

*Norm Davis, Prescott Valley*

The Executive Board, at their February 20, 2008, meeting approved T-TAC's request for a 3<sup>rd</sup> party, part-time, transit project management professional to assist with the Transit Implementation Plan and to work with TransitPlus to assure timely and accurate completion of the Plan authorizing \$20,000 for this technical assistance.

A list, compiled of prospective transit professionals, was reviewed by the members of the T-TAC, who may be interested in assisting with this CYMPO project. Jim Dickey, retired ADOT Public Transit Director, was identified as the top-ranked candidate for the 3<sup>rd</sup>-party transit project manager.

At their March 14, 2008, meeting, the T-TAC approved a motion to solicit a Transit Implementation Plan third-party project management consultant Scope of Work, including work product schedule and budget, within the previously approved \$20,000 forecasted amount, from transit professional consultant, Jim Dickey.

The Board concurred with the T-TAC project manager assessment noting that the utilization of Jim Dickey's transit expertise and experience would greatly benefit the Transit Implementation Plan outcome.

#### **14. UPCOMING SCHEDULED MEETINGS**

- \* Arizona Roads and Streets Conference: Wednesday-Friday, March 19-21, 2008, Tucson, AZ  
(A large, annual event for Arizona engineers and contractors from the public and private sectors.)
- \* State Transportation Board Meeting: Friday, March 21, 2008, Tucson, AZ
- \* AzTA 2008 Annual Spring Conference: Sunday-Wednesday, March 30-April 2, 2008, Tucson, AZ  
(AzTA hosts an annual spring conference highlighting the newest technologies, practices and policies in transit.)
- \* M-TAC Meeting: Thursday, April 3, 2008, 8:00 A.M., Prescott City Hall Council Chambers  
(CYMPO Multi-Modal Technical Advisory Committee monthly meeting.)
- \* T-TAC Meeting: Friday, April 11, 2008, 9:00 A.M., Town of PV Community Room 331  
(CYMPO Transit Technical Advisory Committee monthly meeting.)
- \* Executive Board Meeting: Wednesday, April 16, 2008, YC Supervisors' Board Room  
(CYMPO Executive Board monthly meeting.)

#### **15. ADJOURNMENT**

Chairman Springer adjourned the meeting at 7:05 PM.