



**CENTRAL YAVAPAI
METROPOLITAN PLANNING ORGANIZATION**

EXECUTIVE BOARD MEETING

Wednesday, April 16, 2008

6:00 P.M.

**Yavapai County Administration Bldg.
Supervisors Boardroom**

**1015 Fair Street
Prescott, AZ 86303**

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
State Transportation Board	Bill Feldmeier, Member

AGENCY REPRESENTATIVES PRESENT

ADOT Prescott District	Dallas Hammit
City of Prescott	Craig McConnell
Town of Prescott Valley	Norm Davis
Yavapai County	Chris Bridges, Mike Willett, Elise Link

CYMPO STAFF PRESENT

Administrator	Jodi Rooney
Program Manager	Joanne Scardina-Barr

ADDITIONAL ATTENDEES

Citizens	Sandy Willett
CWAG	Ken Janecek
LWYCYC	June Ruth
NAIC	Doris Piatak, David Quinn
PQV	Jeff Hanna
Prescott Daily Courier	Cindy Barks
Territorial Transit	Lindsay Bell

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.

2. ANNOUNCEMENTS and CYMPO Updates

- The annual CYMPO/Federal/ADOT review held on April 4, 2008, reviewed the past year accomplishments and current FY09 draft documents. During that meeting, CYMPO received a guide to federal programs and projects from Jermaine Hannon, Federal Highways Administration, which will be forwarded to regional jurisdictions for review.
- Round 16 of the Transportation Enhancement Program has commenced with eligible applications to be submitted to CYMPO no later than August 6, 2008, for review and evaluation prior to submission to ADOT.
- The State Transportation Board will hold public meetings on their Five Year State Transportation Improvement Plan on April 18, 2008, in Flagstaff, AZ., and on May 16, 2008, in Phoenix, AZ.
- After receiving 90 applications for the vacant CYMPO administrative assistant position, 4 top candidates were interviewed with selection of Cathie Bethell-Martin selected to fill that position.
- The Mobility Management Team is heading to Washington, D.C., April 21-24, 2008, to participate in the Easter Seals Project Action Mobility Conference resulting from an awarded grant developed by CYMPO staff.
- The Tribal Transportation and Safety Summit is scheduled on May 13–15, 2008, in Casa Grande, AZ, and the River of Trade Transportation Summit, May 28-30, 2008, at the Wigwam Resort in 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. METROPOLITAN TRANSPORTATION IMPROVEMENT PLAN
DRAFT FY2009-2013**

Jodi Rooney, CYMPO Administrator

A Call for Projects commenced on March 3, 2008, in order to start the MTIP process and subsequently meet the June deadline upon which time the adopted Final MTIP will be forwarded to ADOT for inclusion into the Statewide Transportation Improvement Program (STIP). The M-TAC discussed the draft document at their April 3rd meeting and recommended it with changes for Executive Board consideration (for approval to go out for a 30-day public review; it will be made available at six physical locations and the website.) Comments received will be forwarded to the appropriate jurisdiction for response. Upon our April 4th ADOT/Federal review, our State & Federal partners noted minor changes with addition of two new spreadsheets: previous transportation enhancement projects (bicycle & pedestrian) and potential transit projects.

At the April 11th T-TAC meeting the committee reviewed the draft transit projects spreadsheet, modified it and approved it to be forwarded to the Executive Board for consideration.

The Final MTIP is expected to be included on the June 5th M-TAC Agenda for recommendation to the Executive Board for adoption at the June 18th meeting. The Final MTIP is scheduled to be submitted to ADOT on or about June 23, 2008.

MOTION

Member Luzius introduced a motion to approve Draft FY09-13 MTIP with changes/additions followed by commencement of the 30-day public review period from April 18th to May 19th. Member Fann seconded the motion.

VOTE ON THE MOTION

The motion passed unanimously.

The MTIP will be posted at the following locations for public review and comment from April 18 – May 19, 2008:

City of Prescott, City Clerks Office, 201 S. Cortez, Prescott
Prescott Library, Reference Desk, 215 E. Goodwin St., Prescott
CYMPO, Town Hall, 7501 E. Civic Circle, Prescott Valley
Prescott Valley Library, Reference Desk, 7501 E. Civic Circle, Prescott Valley
Town of Chino Valley, Clerks Office, 1020 W. Palomino Rd., Chino Valley
Chino Valley Public Library, Reference Desk, 1020 W. Palomino Rd., Chino Valley
CYMPO Website: www.cympo.com

5. FY09 UNIFIED PLANNING WORK PROGRAM (UPWP)

Jodi Rooney, CYMPO Administrator

Prominent changes between the draft FY09 UPWP & budget and the existing FY08 UPWP include the addition of the following work tasks:

- Transit Implementation Plan
- 2030 Plan Update

This draft document was distributed to the M-TAC on Thursday, March 20, 2008, for review noting corrections/modifications, for integration at the April 3, 2008, meeting. At their April 3rd meeting, the M-TAC approved the draft UPWP to be forwarded to the Executive Board for approval consideration. The budget remains neutral from last year.

Questions arose regarding the Travel and Training element of the Draft FY09 UPWP with a request for an itemized listing of those elements within the Transportation Summit and Special Meetings line items.

MOTION

Member Fann introduced a motion to approve the FY09 Unified Planning Work Program. Member Flannery seconded the motion and directed the CYMPO to provide detail for the Transportation Summit and Special Meeting line items under the Travel and Training component.

VOTE ON THE MOTION

The motion passed unanimously.

6. MAP: CENTRAL YAVAPAI METROPOLITAN PLANNING ORGANIZATION REGIONAL SYSTEM

Chris Bridges, Yavapai County

At the April 3, 2008, M-TAC meeting, a draft of an updated Regional System Map was presented. Discussions resulted in two changes. These revisions have been made and the map is now presented to the Executive Board for review and approval consideration.

On April 10, 2008, a modified version of the M-TAC approved map was provided by the City of Prescott for inclusion into the Executive Board information packet for discussion purposes.

Modifications include:

- Side Road Connector added as a City of Prescott local project (SR89 to Great Western)
- Great Western Drive deleted as the future access controlled highway until SAFETEA-LU compliant corridor study is completed and approved.
- Several key intersections and new interchanges denoting interchange alternatives.

The City of Prescott (COP) disagrees with the CYMPO Regional System Map as presented for approval due to the uncertainty of the actual access controlled facility and that this potential corridor with the Great Western Drive interchange is not referenced within the CYMPO 2030 Long Range Plan which was derived from information based upon the City of Prescott's General Plan. The COP strongly requests that no formal action be taken on this agenda item until the completion of the Design Concept Report, followed by a 30 day public review process, as there have been significant changes since the Plan development and active COP annexation discussions with the current land owner/developer. The developer can be re-invited to participate in the Design Concept Report.

Board members noted that:

- The Great Western Drive interchange, along with the potential corridor, is referenced five times within the adopted 2030 Long Range Plan.
- The property in question is not within the City of Prescott limits.
- The proposed Great Western interchange/corridor has gone through public process noting multiple discussions during CYMPO M-TAC and Executive Board meetings over the course of the past two years.
- Currently, this property is within the Yavapai County jurisdiction, which is under no obligation to the City of Prescott's General Plan.

- The developer can be re-invited to participate in this Report process.

The Design Concept Report will provide alternative analysis, including environmental and traffic, in defining the corridor and interchange along with actual alignments. Upon completion, the Report may result in changes to the CYMPO 2030 Long Range Plan which will be subsequently updated to reflect those modifications.

Member Feldmeier departed from the meeting at 6:45 PM.

Member Luzius noted his support for the City of Prescott's request for deferral of formal action on this Regional System Map at this time until the Report, followed by a 30-day public review process, has been completed.

MOTION

Member Fann introduced a motion to approve the Central Yavapai Metropolitan Planning Organization 2030 Regional System Map, as approved by the Multi-Modal TAC on April 3, 2008. Member Flannery seconded the motion.

VOTE ON THE MOTION

Of the five Executive Board members present, 4 members voted in favor of the motion, with Member Luzius casting a dissenting vote. The motion carries.

7. NEW AIR SERVICE TO PRESCOTT LOVE FIELD

Prescott Councilman Bob Luzius, CYMPO Board Member

On Feb 4th, Ben Vardiman, Airport Manager, presented information for same day service from Prescott Love Field to Los Angeles International Airport by Horizon Airlines. Subsequent presentations have been made to local jurisdictions on this opportunity with both the Town of Prescott Valley and the City of Cottonwood, obligating financial support for this project. Member Luzius, noting the benefits to the City of Prescott and regional area, requested Board consideration for the use of a portion of CYMPO funds towards the establishment of this new air service opportunity.

Calling on a point of order, Member Fann noted that CYMPO is not the appropriate venue for this agenda item.

8. STATE TRANSPORTATION BOARD JULY EVENT: PROPOSED CONTRACTS WITH HASSAYAMPA INN & HASSAYAMPA GOLF CLUB

Jodi Rooney, CYMPO Administrator

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. Contracts are now available for Board approval.

MOTION

Member Fann introduced a motion to approve the two, independent agreements between CYMPO and the Hassayampa Inn and the Hassayampa Golf Club for the State Transportation Board July event.

Member Flannery seconded the motion.

VOTE ON THE MOTION

The motion passed unanimously.

9. TRANSIT IMPLEMENTATION PLAN: SCOPE OF WORK

Norm Davis, Prescott Valley

At their April 8, 2008, meeting, the City of Prescott City Council approved the CYMPO Transit Implementation Plan Scope of Work under their consent agenda.

A “Kick Off” meeting between the T-TAC members and the consulting firm, TransitPlus, is scheduled for April 17th at 9A.M. in the 4th floor training room at Prescott Valley Town Hall.

10. PROJECT MANAGEMENT

Norm Davis, Prescott Valley

At the March 14, 2008, T-TAC meeting, members unanimously approved the motion to solicit a Transit Implementation Plan third-party, Project Manager proposed scope of work, including work product schedule and budget, within the previously approved \$20,000 budget, from transit professional consultant, Jim Dickey.

Mr. Dickey, in conjunction with TranSystems, provided a scope of work which, upon T-TAC review, does not meet initial requirements. Fee-based and project content negotiations have resulted in an impasse. Procurement of another professional is underway.

11. CENTRAL YAVAPAI REGIONAL TRANSPORTATION COORDINATION PLAN

Jodi Rooney, CYMPO Administrator

SAFETEA-LU mandated a coordination effort among human service transportation providers in order to be eligible for formula funding (5310, 5316, 5317), which assists agencies with funding for vehicles to transport their clients. CYMPO has more than met its obligation to facilitate this effort, which precipitated out of the federal United We Ride initiative.

Starting with the new 2008 program year, coordination plans must additionally prioritize needs within the respective regions. Development of this regionally prioritized list occurs simultaneously with providers’ development of their local applications, and is finalized with the COG/MPO evaluation panels and the regions’ submittal of the annual regional coordination plan updates to ADOT. If an applicant is not listed in the regional plan—in terms of participation and prioritization—it cannot be included in ADOT’s FTA application for program funding.

The 2008 CYMPO Regional Transportation Coordination Plan was developed, through a collaborative effort of the region's for and not-for-profit transportation agencies and local interested parties, for short and long term implementation. Utilizing information and data provided by the regional transportation providers, along with researching population and demographics within the CYMPO region, this document meets Federal and State regulations and guidelines and was presented and accepted by the T-TAC at their April 11th meeting for Executive Board consideration. Upon Executive Board acceptance, the final Plan will be submitted to ADOT.

MOTION

Member Flannery introduced a motion to accept the 2008 Central Yavapai Regional Transportation Coordination Plan.

VOTE ON THE MOTION

The motion passed unanimously.

12. ADOT PROGRAMS 5310, 5316 and 5317 SUBMISSIONS

Jodi Rooney, CYMPO

On February 15, 2008, a coordinated ADOT/CYMPO workshop, addressing the Regional Transportation Coordination Plan and ADOT Federal grant program funding for Sections 5310, 5316 and 5317, was presented to the regional transportation providers and interested parties. Transportation providers, who submitted grant applications for the Sections referenced above, presented their submissions to the ADOT/CYMPO review panel on March 27, 2008, providing agency overviews, application submission details, additional information at the request of the panel.

As a result of the panel review, CYMPO is required, by ADOT, to submit a list of application ranking recommendations, from which ADOT will determine final funding. Funding is not guaranteed; although, regional providers have typically been funded to some extent in the past.

MOTION

Member Fann introduced a motion to approve the ADOT Program applications submitted for Sections 5310, 5316 and 5317 as noted below and to forward these applications and respective rankings to the ADOT Public Transportation Division. Member Luzius seconded the motion.

VOTE ON THE MOTION

The motion passed unanimously.

Section 5310 Vehicles

- 1 Adult Care Services
- 2 West Yavapai Guidance Clinic
- 3 Intermountain Centers
- 4 New Horizons Independent Living

Section 5310 Mobility Management

- 1 Territorial Transit

Section 5316

1 Territorial Transit

2 NACOG

Section 5317

1 Territorial Transit

13. UPCOMING SCHEDULED MEETINGS

* M-TAC Meeting: Thursday, May 1, 2008, 8:00 A.M., Prescott City Hall Council Chambers
(CYMPO Multi-Modal Technical Advisory Committee monthly meeting.)

* T-TAC Meeting: Friday, May 9, 2008, 9:00 A.M., Prescott Valley Town Hall, #331
(CYMPO Transit Technical Advisory Committee monthly meeting.)

* State Transportation Board: Friday, May 16, 2008, Flagstaff, AZ

* **Executive Board Meeting: Wednesday, May 21, 2008, 6:00 P.M., YC Board of Supervisors Rm**
(CYMPO Executive Board monthly meeting.)

14. ADJOURNMENT

Chairman Springer adjourned the meeting at 7:15 PM.