



**CENTRAL YAVAPAI
METROPOLITAN PLANNING ORGANIZATION**

EXECUTIVE BOARD MEETING

Wednesday, May 21, 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

Town of Chino Valley	Ron Grittman
Town of Prescott Valley	Norm Davis
Yavapai County	Chris Bridges, Elise Link, Phil Bourdon

CYMPO STAFF PRESENT

Administrator	Jodi Rooney
Administrative Assistant	Teresa Ogle

ADDITIONAL ATTENDEES

Prescott Transit	Steve Silvernale
LWYCYC	June Ruth
New Horizons ILC	Liz Toone
Prescott Daily Courier	Cindy Barks
Territorial Transit	Lindsay Bell

MEETING MINUTES

CALL TO ORDER: 6:00 P.M.

Carol Springer, Chair

1. INTRODUCTION

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

2. ANNOUNCEMENTS and CYMPO Updates

- ADOT has announced the first round application solicitation for the PARA (Planning Assistance for Rural Areas). This program is 100% reimbursable up to \$250,000. Applications are to address planning issues related to roadway and non-motorized transportation modes for partnerships between communities and should focus on critical transportation planning needs to be identified. Applications are due to Sandy Gilbert, ADOT Public Transportation Division, no later than June 30, 2008.
- Federal Highway Administration upcoming scheduled workshops include:
 - Visioning Workshop, June 9th, 2008, 9:30 a.m. – 2:30 p.m.
 - Congestion Management Process Workshop, June 10, 2008, 8:30 a.m. – 4:30 p.m.
- Metropolitan Transportation Improvement Program (MTIP)
 - This annual document contains State, regional and local FY09-13 capital projects. The mandated 30-day public review period concluded on May 19, 2008, and comments received will be forwarded to the respective jurisdictions for review and response.
- Arizona Transportation Summit
 - This Summit is scheduled to be held on May 29-30, 2008, at the Wigwam Golf Resort & Spa, Litchfield Park, AZ. Executive Board member Karen Fann is slated as a panelist during the first day of the Arizona Transportation forum.
- Transportation Investment Strategy (aka Critical Needs List)
 - In January, 2008, Dallas Hammit, ADOT Prescott District, discussed the regional critical needs with the M-TAC and Executive Board. Resulting from discussions, information compiled was forwarded to ADOT for review and incorporation into the State's Critical Needs List. Currently there is a potential of a \$0 .01 sales tax over 30 years for \$42.6 billion statewide which locally identifies new corridors, the widening of Highway 89 to 4 lanes up to I-40, and I-17 improvements. The TIME Coalition needs approximately 200,000 signatures in order to get on the November ballot.

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.

- Steve Silvernale, Prescott Transit Authority, addressed the Board regarding the recommended Programs Sections 5310, 5311, 5316 and 5317 to forward to ADOT for award review and determination. Mr. Silvernale's understanding is that that his 2008 Section 5317 grant proposal was not submitted to ADOT for award determination and requests a written response as to the reason.

Additionally, in 2007, Mr. Silvernale applied for and received a vehicle grant under Section 5317 for two (2) accessible vehicles. Before going out to bid, Mr. Silvernale would like confirmation in writing that the grant was approved and instructions on how to proceed.

Finally, Mr. Silvernale requested the status on two voucher grant requests for Sections 5316 and 5307.

Chair Springer directed Jodi Rooney, CYMPO Administrator, to provide a written response to Mr. Silvernale's first two concerns, and be prepared to discuss the third issue at the next meeting.

4. APPROVAL OF MINUTES: March 19, 2008, and April 16, 2008

MOTION

Board Member Fann introduced a motion to approve the minutes for March 19, 2008 and April 16, 2008. Board Member Flannery seconded the motion.

VOTE ON THE MOTION

The motion passed unanimously.

5. EXECUTIVE BOARD AGENDA PROTOCOL: ADDING AN ITEM TO THE AGENDA

Jodi Rooney, CYMPO Administrator, explained that the bylaws in Article VII, Section 4(d) speak to the proposing, at any meeting of the Executive Board, a subject for study on a future agenda by CYMPO. However, the bylaws, being fairly general, do not speak to proposing of agenda items. Therefore, a discussion was requested to establish a workable practice.

Possible options include:

- **Informal Options –**

1. A “Comments and Suggestions” item added to the regular agenda, where Board Members would have the opportunity to propose items for placement on future Board Meeting Agendas.
2. Agenda item requests, outside of CYMPO normal business and products review/approval consideration, must be approved by two (2) Board Members in writing (e-mail concurrence) prior to inclusion in current or upcoming agendas.

- **Formal Options**

1. Amend Bylaws to address specificity of adding items to the agenda, i.e., items may be added to agenda by any two (2) members of the Executive Board. (The meetings of the TACs shall also be governed by the provisions of the bylaws.)

Other options discussed included:

- Referring agenda items to TAC for consideration.
- Allowing members to discuss items not on the agenda during “Call to the Public”, and then allow the item to be added to the next agenda with Board approval. A drawback to this option is that issues could not be debated during “Call to the Public”.

MOTION

Board Member Fann introduced a motion to add a monthly agenda item addressing proposed items for future meetings requiring Board consensus. Board Member Luzius seconded the motion.

VOTE ON THE MOTION

The motion passed unanimously.

6. STATE TRANSPORTATION BOARD: JULY 2008 EVENT

Jodi Rooney, CYMPO Administrator, reported that preparations are under way for the 2008 July State Transportation Board event. Activities will include a dinner/reception for the State Transportation Board and regional dignitaries at the Hassayampa Golf Club, followed by the STB Board meeting on Friday, July 18, 2008, at the Town of Prescott Valley Magistrate Court. The first wave of invitations were distributed with 80 RSVP’s received, to date; with the second wave of invitations recently dispatched. It is anticipated that total reception/dinner attendance will reach approximately 120.

7. MOBILITY MANAGEMENT CONFERENCE

Lindsey Bell, Territorial Transit, provided an update on the CYMPO project team experience at the Mobility Management Conference. Ms. Bell also provided a background on the Mobility Management concept. Highlights included:

- Mobility Management is a new concept being implemented across the country.
- Communities are greatly improving transportation options for millions of people.

- Premise is that entire communities are responsible for improving mobility options for people with disabilities, and for other people who need shared transportation services.
- Strategy is one of coordination and collaboration across both public and private transportation providers. This strategy helps to avoid duplication and get the most mileage out of limited resources and provide more options.
- Initiative at the Federal level is the “United We Ride” program; “Arizona Rides” is the State program.
- Mobility management is a major concept in the regional transportation coordination plan that the Executive Board previously approved.
- The sixth annual conference, sponsored by Project Action, a National Easter Seals organization program, was designed to promote cooperation between the transportation industry and the disability community, with the goal of increasing mobility for all people under the American’s With Disabilities Act (ADA).
- CYMPO was invited to conference and sent a five-member team to participate. Team members included: Lindsey Bell, team coordinator, Bob Luzius, Steve Silvernale, Ken Edwards and Liz Toone. Ms. Bell acknowledged Joanne Scardina-Barr for efforts the grant application development and submittal process and preparing the team for the conference.
- With assistance from Project Action staff, the team developed a mobility management plan to be implemented in our community. The focus of the plan is to establish an acceptable, affordable mobility management system which maximizes resources and facilitates access to transportation for both general public and for transportation dependent customers.
- Four outcomes or objectives for the next 18 months are:
 - Development of a framework for mobility management system – identify all existing public, private, human service transportation providers and meet with each to ascertain their willingness to participate in mobility management system.
 - Establishment of an effective network of outreach to the community to raise awareness of mobility management (marketing plan).
 - Identify and recommend administrative structures for mobility management and integration with proposed regional transit system, coordinating with Transit Plus.
 - Determine a coordination strategy to be incorporated into our local mobility management system while reviewing other national programs determining applicability.

8. UPCOMING SCHEDULED MEETINGS

- * M-TAC Meeting: Thursday, June 5, 2008, 8:00 A.M., Prescott City Hall Council Chambers
(CYMPO Multi-Modal Technical Advisory Committee monthly meeting.)
- * T-TAC Meeting: Friday, June 13, 2008, 9:00 A.M., Prescott Valley Town Hall, #331
(CYMPO Transit Technical Advisory Committee monthly meeting.)
- * State Transportation Board: Friday, June 20, 2008, Nogales, AZ
- * Executive Board Meeting: Wednesday, June 18, 2008, 6:00 P.M., YC Board of Supervisors Rm
(CYMPO Executive Board monthly meeting.)

9. ADJOURNMENT

Chairman Springer adjourned the meeting at 6:50 PM.