



# MEETING MINUTES

**Executive Board  
Regular Meeting  
Wednesday, June 15, 2016  
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	Arlene Alen, Town of Dewey-Humboldt
Member	Jack Miller, Town of Chino Valley
Member	Billie Orr, City of Prescott
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 Jack Miller

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

CYMPO Transportation Planner, Vincent Gallegos, led everyone in the 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 given at this time.

### **4. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE April 20, 2016 and May 18, 2016 EXECUTIVE BOARD MEETING MINUTES**

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

#### **MOTION**

Member Orr presented a motion to approve the Meeting Minutes of April 20, 2016 and May 18, 2016. The motion was seconded by Vice-chair Mallory.

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

The vote on the motion was unanimous.

**5. DISCUSSION AND POSSIBLE ACTION TO AUTHORIZE SIGNATURE OF A LETTER IN RESPONSE TO PUBLIC COMMENT ON THE PROPOSED ADEQ 2015 OZONE NON-ATTAINMENT BOUNDARY RECOMMENDATION DRAFT REPORT**

*Chris Bridges, CYMPO Administrator*  
(Task #700)

Mr. Bridges explained this is a follow-up from the May Meeting. Staff is proposing a written response to the ADEQ requesting the attainment boundary not be expanded until such time ADEQ has time to evaluate current data.

**MOTION**

Vice-chair Mallory presented a motion to approve and authorize the Chair, or in his absence the Vice-Chair, to sign letter responding to ADEQ. The motion was seconded by Member Stump.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**6. DISCUSSION AND POSSIBLE ACTION ON REGIONAL PROJECTS TO BE PRESENTED AT THE JUNE 17TH STATE TRANSPORTATION BOARD MEETING IN HOLBROOK**

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

Mr. Bridges expressed the CYMPO Board and Staff has been actively advocating for local projects our CYMPO Board feels has the highest priority. ADOT's public hearing process has concluded and on June 17<sup>th</sup> the State Transportation Board will make their final changes to the 5-year construction program and the 6 – 10 year development program.

Significant traction for SR69 and I-17 has been made and it is clear the State Board is interested, but the demonstration of local participation and partnerships has also been part of the conversation. As a result, The City of Prescott had a study session to discuss their participation in the SR 69 safety and capacity improvements project. At the study session the City Council was in general consensus that the City would be willing to contribute up to \$150,000 for the final design of SR 69. Yavapai County has also indicated that financial participation towards final design is a consideration and will be discussed by the Board of Supervisors.

CYMPO has the opportunity to swap surface transportation program funds with NACOG in the amount of \$650,000. NACOG would give CYMPO FY 17 funding and CYMPO would then pay back to NACOG in FY 19, which is the year the SR 69 project is currently programmed in the CYMPO MTIP.

Chairman Brown asked Yavapai County Public Works Director, Byron Jaspers, if the County was willing to direct \$150,000 to this project. Mr. Jaspers indicated the County was willing to use Flood Control Funds for this project.

Henry Hash, City of Prescott Public Works Director, expressed favor of the project and was very pleased with the regional support and cooperation.

Chairman Brown expressed SR69 and the signal on Road 1 North and SR89 are the highest priorities for our region. I-17 is also very important but it is multi-regional.



Member Orr asked Mr. Bridges to emphasize SR69's safety issues, almost 600 accidents in five years, in addition to the growing traffic volume.

**MOTION**

Member Orr presented a motion to approve the funding swap with NACOG in the amount of \$650,000 to be received in FY17 and to payback NACOG in FY19 to pay for the final design of SR69 contingent on the State Transportation Board's addition of the SR69 project into the ADOT 5-year construction program. The motion was seconded by Chairman Brown.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**7. DISCUSSION AND UPDATE ON REGIONAL MOBILITY MANAGEMENT IMPLEMENTATION PLAN FOR YAVAPAI COUNTY (RMMIP)**

*Vincent Gallegos, CYMPO Transportation Planner  
(Task #800)*

CYMPO Transportation Planner, Vincent Gallegos, explained the RMMIP is looking at the mobility for the people of Yavapai County with an emphasis on the elderly and disabled. Consideration is given to the population, current services, needs for services and looking for the gaps and overlaps. He then introduced Susanne O'Neill, TransitPlus Consultant.

Ms. O'Neill stated she has been working on the Mobility Management Plan since last September. A Mobility Management Plan examines how resources can be used to improve mobility. Mobility Management covers a broad spectrum of services and activities: volunteer driver program, customer information and referral, specialized transportation, public transit services, vanpools and coordinating funding and grants. We need to identify what our Common Goals are and how to work together more efficiently while still respecting the needs of individual organizations.

Ms. O'Neill has done a survey of operators, gathered demographic information and projections, and analyzed the value of transit. We have been working with the coordinating councils in Camp Verde and the CYMPO region to develop a strategy on how to move forward.

She discussed building a network of services that meets local and regional need as well as other strategies. All these strategies and steps for developing an implementation plan would be laid out in the Regional Mobility Management Implementation Plan. The first draft should be ready in August or September for review and finalization. It will then be submitted to FTA to make the CYMPO region eligible to receive additional funding.

**8. DISCUSSION AND POSSIBLE ACTION REGARDING VAN POOL**

*Vincent Gallegos, CYMPO Transportation Planner  
(Task #800)*

Ms. O'Neill segued into a discussion of vanpools. She explained that a vanpool brings five or more people together to share the costs of commuting in a van or SUV. We see informal vanpools operating now in the region but to develop a program that would serve more people with a guarantee ride provision. There are two types of vanpools: Internally Operated Models and Third-Party Operation Model. In both cases the vehicle is leased (typically, month to month) and paid for by the participants. FTA5307 funds can support vanpools as a mode of transit. She presented the possible cost of vanpools using the Third Party Model.

**9. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE PROFESSIONAL SERVICES AGREEMENT WITH REMIX SOFTWARE, INC.**

*Chris Bridges, CYMPO Administrator*

*(Task #800)*

Mr. Bridges informed the Executive Board that there has been previous discussion regarding Remix. CYMPO's FY17 Work Program will be utilizing the information obtained from this program in mobility management planning. The professional services agreement also provides route planning and budgeting that Yavapai Regional Transit and Cottonwood Area Transit can use. Previous direction from the Executive Board was to develop a Professional Services Agreement with Remix. The Agreement set before you has been reviewed and approved by CYMPO's attorney as well as the attorney for Remix. We feel this is a solid agreement and are requesting approval of the Remix Professional Services Agreement.

**MOTION**

Member Orr presented a motion to authorize the Chair, or in his absence the Vice-Chair, to sign the Professional Services Agreement with Remix. 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 THE TITLE VI PLAN UPDATE**

*Chris Bridges, CYMPO Administrator*

*(Task #102)*

Mr. Bridges presented CYMPO's Title VI Updated plan; a federally mandated document for any agency utilizing federal funding and is due to ADOT August 1, 2016. He explained the Title VI plan is intended to address the process on how to avoid discrimination and how to address any discrimination issues that may arise as it relates to CYMPO activities.

CYMPO staff coordinated with other MPOs in the state and was able to submit a draft document to ADOT staff for review last week. ADOT staff completed the review and after a few corrections has approved this document being presented to the CYMPO Board for your consideration of approval.

Staff is requesting the Board approve the Title VI Plan Update.

**MOTION**

Member Orr presented a motion to approve the Title VI Plan Update as presented. The motion was seconded by Member Alen.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**11. ANNOUNCEMENTS AND UPDATES:**

Announcements and/or updates may be provided by Board Members, CYMPO Administrator or other invitees.

- **CYMPO UPDATES**

- Distracted Driver Campaign
- Sara Jane Lane and Fain Road Intersection Study

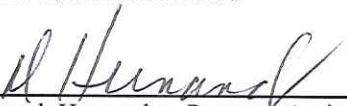


- MEMBER AGENCY'S UPDATES
  - Mary Mallory, Town of Prescott Valley
  - Arlene Alen, Town of Dewey-Humboldt
  - Alvin Stump, ADOT Northwest District

**12. ADJOURNMENT 5:50PM**

**ATTEST:**

  
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Craig L. Brown, Supervisor  
CYMPO/Executive Board

  
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Deborah Hernandez, Program Assistant  
CYMPO