



# MINUTES

Executive Board  
Regular Meeting  
Wednesday, February 21, 2018  
3:00 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 3PM. Allison McCarthy performed roll call.

Vice-Chair Mary Mallory arrived at 3:40 PM.

### 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.

John Jones requested an updated Transit Implementation Plan be incorporated into the CYMPO Work Program. Explained that the economy has changed and transit services in the area have changed and believes this warrants an updated plan.

### 4. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE NOVEMBER 15, 2017 EXECUTIVE BOARD MEETING MINUTES AND THE DECEMBER 13, 2017 JOINT EXECUTIVE BOARD AND TAC SPECIAL WORKING SESSION MINUTES

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

#### MOTION

Member Nolan presented a motion to approve the Meeting Minutes of November 15, 2017 and December 13, 2017. The motion was seconded by Secretary/Treasurer Orr.

#### VOTE ON THE MOTION

The vote on the motion was unanimous.

**5. AGENCY ANNOUNCEMENTS AND UPDATES**

Mr. Bridges announced that SR69 is in the State Transportation Board 5-year tentative plan and that public comments are being accepted in the months of March, April and May. Mr. Bridges introduced Deborah Miller as ADOT's new Community Relations Manager.

**6. DISCUSSION, REVIEW AND POSSIBLE ACTION OF THE RECOMMENDED APPOINTMENTS MADE BY TAC FOR THE ECOSYSTEM CONNECTIVITY AND MITIGATION ADVISORY COMMITTEE (EMAC)**

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

Mr. Bridges explained the TAC has selected Chuck Budinger, ADOT; Kendra Bull, Prescott National Forest; Tammy DeWitt, Yavapai County Development Services; Elizabeth Johnson, AZ Game and Fish to represent the core agency members on the EMAC. The private citizens that have been selected to serve on the committee are Ron James, J.D. Greenberg, and Deb Pastor. The TAC is recommending Kendra Bull serve as the Chair and Tammy DeWitt as Vice-Chair. Mr. Bridges explained that upon approval, the first meeting will be scheduled and that the primary focus of the EMAC will be mitigating wildlife collisions during construction projects, and seeking funding for mitigation activities.

**MOTION**

Member Nolan presented a motion to approve the appointments made by the TAC for the Ecosystem Connectivity and Mitigation Advisory Committee. The motion was seconded by Member Best.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**7. DISCUSSION, REVIEW AND POSSIBLE ACTION TO APPROVE THE PROFESSIONAL SERVICES AGREEMENT WITH CABLE ONE ADVERTISING TO BEGIN THE DISTRACTED DRIVING EDUCATION CAMPAIGN 2018**

*Chris Bridges, CYMPO Administrator  
(Task #502)*

Mr. Bridges introduced Kurt Greves, Regional Manager of Cable One Arizona. Mr. Greves reviewed accomplishments from the last Distracted Driving Awareness Campaign and explained how Cable One targeted its viewers via different media outlets. Victoria Heddens, Cable One Regional Sales Manager, provided statistics on viewership of the previous Distracted Driving Awareness Campaign. Becky Banks reviewed plans for the 2018 Campaign which will include Facebook, commercials, and targeted display advertising provided in Yavapai County. Chairman Brown inquired about incorporation of local schools. Mrs. Banks confirmed that schools will be contacted to participate and that the target demographic will be viewers between ages of 18 and 44.

Mr. Bridges explained that other quotes were requested from various service providers, however, the quote provided by Cable One best aligned with CYMPO's goals and budget.

**MOTION**

Secretary/Treasurer Orr presented a motion to authorize the Chair, or in the absence, Vice-Chair to sign the Professional Services Agreement with Cable One Advertising. The motion was seconded by Member Nolan.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.



**8. DISCUSSION, REVIEW AND POSSIBLE ACTION TO APPROVE THE JPA FOR PHASE IV OF THE REGIONAL SIGN PROJECT**

*Chris Bridges, CYMPO Administrator*  
(Task #403b)

Mr. Bridges explained that the proposed JPA has been approved by CYMPO TAC and attorney. TAC Chairman, Norm Davis, spoke about benefits of sign replacement project. Chairman Brown inquired about better striping or visual markers for improved visibility during rain or snow. Mr. Davis explained some options and suggested the lack of improvements could be due to funding restraints.

**MOTION**

Chairman Brown presented a motion to approve the JPA for Phase IV of the Regional Sign Project. The motion was seconded by Member Best.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**9. DISCUSSION, REVIEW AND POSSIBLE ACTION OF THE 2018 STRATEGIC PLANNING WORKSHOP**

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

Mr. Bridges presented summary documentation for Strategic Planning Workshop held on January 31, 2018.

**MOTION**

Chairman Brown motioned to approve the Summary. Secretary Treasurer Orr seconded the motion.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**10. DISCUSSION, REVIEW AND POSSIBLE ACTION OF THE FY19 DRAFT UNIFIED PLANNING WORK PROGRAM (UPWP)**

*Chris Bridges, CYMPO Administrator*  
(Task #101)

Mr. Bridges explained that the March TAC and Executive Board meetings will be advertised as Public Hearings to allow the public to comment on the proposed UPWP. Explained that the primary focus of the UPWP is currently to set aside funds for the next Long Range Transportation Plan.

Mr. Bridges also explained there is a remaining \$4,000 in FY18 STPBG funding originally allocated to the Cable One Professional Services Agreement and that there are options to use this excess funding for LTAP training or for collaboration with local schools for the Distracted Driving Education Campaign. J.D. Greenberg recommended the Board consider using some of the excess funds for startup of the EMAC.

**MOTION**

Secretary Treasurer Orr motioned to approve the FY19 Draft Unified Planning Work Program. Vice-Chair Mallory seconded the motion.

**VOTE ON THE MOTION**

The vote on the motion was unanimous.

**11. DISCUSSION, REVIEW AND POSSIBLE ACTION OF THE 2019-2028 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP)**

*Chris Bridges, CYMPO Administrator  
(Task #200)*

Mr. Bridges explained that a new MTIP has not been adopted in last few years and that any projects not being carried forward into FY19 have been removed, leaving three projects: SR 69 Safety and Capacity Improvements; SR 89A / Robert Road Traffic Interchange Design; and SR 89 at Road 1 North Traffic Signal Construction. Currently, no projects are planned after FY23.

Chairman Brown suggested postponing any decisions for the next 90 days to monitor any Legislative changes which may affect funding.

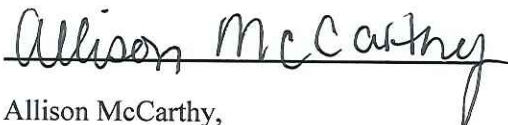
Mr. Davis advocated for the importance of funding LTAP training to help operations staff remain current with safety standards. Board acknowledged importance of LTAP training and requested Mr. Bridges confirm ability to reallocate \$4,000 of FY18 STPBG to LTAP training.

**12. ADJOURNMENT 4:30 PM**

*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 [Allison.McCarthy@yavapai.us](mailto:Allison.McCarthy@yavapai.us), **72 hours** prior to the meeting to request a reasonable accommodation to participate in this meeting.*



Craig L. Brown, Chairman  
CYMPO Executive Board  
Dated: March 21, 2018



Allison McCarthy,  
CYMPO Accounting Specialist  
Dated: March 21, 2018