



MINUTES

**Executive Board
Regular Meeting
Wednesday, September 19, 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

Vice-Chair Mary Mallory absent – proxy Michael Whiting

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.

4. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE AUGUST 15, 2018 REGULAR MEETING MINUTES OF THE CYMPO EXECUTIVE BOARD

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

MOTION

Member Nolan presented a motion to approve the Meeting Minutes of August 15, 2018. The motion was seconded by Member Best.

VOTE ON THE MOTION

The vote on the motion was unanimous.

5. AGENCY ANNOUNCEMENTS AND UPDATES

Mr. Bridges explained that early bird registrations for the 2018 Rural Transportation Summit end on Monday. Explained that Phase IV of Sign Project will advertise at end of September. Announced new Transportation Planner, Daniel Harmonick, has been hired and starts on October 8, 2018.

Member Stump explained ADOT is assembling panel for 69-Widening design by end of October. Chairman Brown inquired about Paulden Safety Project. Member Stump advised bids open Friday September 21.

Mr. Adam, RTAC, explained positions for Arizona House Speaker, Senate President, and Transportation Committee Chairman are open for election. State revenue collections allowed for \$430 million carryforward balance. Explained continued pressure for education funding, and continued efforts to improve laws regarding distracted driving. Chairman Brown explained Yavapai County pursuing ordinance to enforce hands-free cell phone use while driving within county. Member Best explained Road 1 East project near completion. Mr. Bridges invited Board to meeting with NACOG and Flagstaff MPO on October 10th in Flagstaff to discuss transportation planning.

6. REVIEW, DISCUSSION AND POSSIBLE ACTION ON IGA WITH NAIPTA

Mr. Bridges explained scope of work for Transit Implementation Plan Update was approved in June. Explained NAIPTA has agreed to serve as pass-through in order to utilize 5307 funds for the Plan. CYMPO will work directly with consultant. The RFP will advertise on Friday, and consultant selection will be held with the TAC once submittals are received.

MOTION

Member Nolan presented motion to authorize the Chair, or in his absence the Vice-Chair, to sign the IGA with NAIPTA, and to approve the draft Notice of Request for Proposals for the Regional Transit Implementation Plan Update, authorize advertisement of RFP, consultant selection, and initiation of contract negotiations. The motion was seconded by Member Best.

VOTE ON THE MOTION

The vote on the motion was unanimous.

Mr. Davis, with the Town of Prescott Valley, thanked Mr. Bridges for locating funding for study and explained transit advocates need to be involved in the formation of the Transit Implementation Plan Update. In addition, Mr. Davis emphasized the need for guidance in finding sustainability source from study. Secretary/Treasurer Orr inquired about timeline in completing study. Mr. Bridges explained goal to have study completed in 2019.

7. REVIEW, DISCUSSION AND POSSIBLE ACTION ON NEW FUNDING ALLOCATION AND ON-CALL PROCUREMENT FOR CONSULTING SERVICES

Mr. Bridges explained seeking instruction in creating upcoming two-year Work Program. Presented idea that proposes plan to complete several Planning Assessment documents at a 15% design level. Explained that idea will assist in pursuing funding opportunities such as BUILD and INFRA grants as they arise. Chairman Brown inquired about on-call eliminating duplication of effort. Mr. Bridges explained that the on-call procurement process would allow multiple studies to be completed in a shortened amount of time.

MOTION

Member Nolan presented motion to approve new funding allocation and proposed on-call procurement for consulting services. Member Best seconded the motion.

VOTE ON MOTION

The vote on the motion was unanimous.

8. REVIEW, DISCUSSION AND POSSIBLE ACTION ON PROFESSIONAL SERVICES AGREEMENT WITH AECOM FOR THE 2045 REGIONAL TRANSPORTATION PLAN

Mr. Bridges explained additional public involvement is included in scope. Ms. Bondy with AECOM provided overview of planned digital engagement efforts.

MOTION

Secretary/Treasurer Orr presented motion to authorize the Chair, or in his absence the Vice-Chair, to sign the Professional Services Agreement with AECOM Technical Services, Inc. for the 2045 Regional Transportation Plan with inclusion of recommended language provided by attorneys regarding insurance. The motion was seconded by Member Best.

VOTE ON MOTION

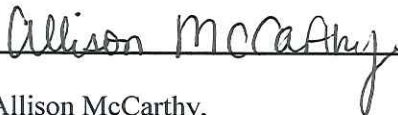
The vote on the motion was unanimous.

9. ADJOURNMENT 3:45 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, 72 hours prior to the meeting to request a reasonable accommodation to participate in this meeting.



Craig L. Brown, Chairman
CYMPO Executive Board
Dated: November 14, 2018



Allison McCarthy,
CYMPO Accounting Specialist
Dated: November 15, 2018