



MINUTES

**Executive Board
Regular Meeting
Wednesday, September 18, 2019
3:00 PM**

**Yavapai County Administration Building
Board of Supervisors Chambers
1015 Fair Street
Prescott, Arizona**

CYMPO Executive Board

Chair	Billie Orr, City of Prescott
Vice-Chair	Mike Best, Town of Chino Valley
Secretary/Treasurer	Terry Nolan, Town of Dewey-Humboldt
Member	Kell Palguta, Town of Prescott Valley
Member	Craig L. Brown, Yavapai County Supervisor
Member	Alvin Stump, ADOT Representative

1. CALL TO ORDER AND ROLL CALL

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 JUNE 19, 2019 EXECUTIVE BOARD MEETING MINUTES

*Chris Bridges, CYMPO Administrator
(Task #100)*

MOTION

Secretary/Treasurer Nolan motioned to approve the June 19, 2019 Executive Board Meeting Minutes. Vice-Chair Best seconded the motion.

VOTE

The vote on the motion was unanimous.

5. AGENCY ANNOUNCEMENTS AND UPDATES

6. UPDATE OF SR69 INTELLIGENT TRANSPORTATION SYSTEM (ITS)

(Alvin Stump, ADOT Northwest District)

Member Stump provided a PowerPoint presentation of signal timing improvements to SR69. Explained new technology has been installed on 20 signals over a stretch of 8 miles of SR69 and timing plans have been set to work best for travel directions in AM and PM. Explained the signal light technology has reduced travel time on this stretch of SR69 from 25 minutes to 17 minutes. Noted that this technology is intended to improve traffic on mainline flow and may increase delays on side streets.

Mr. Bridges noted that potential assessments could be performed on Willow Creek Road and Glassford Hill Road to determine the effectiveness of such technology for these corridors.

Member Stump noted that the average cost per signal upgrade is about \$10,000.

7. UPDATE OF WILDLIFE CONNECTIVITY AND COLLISION MITIGATION OPTIONS FOR HIGHWAY-69 WIDENING DESIGN PROJECT

(EMAC, Task # 200)

Mr. Harmonick explained Ecosystem Connectivity Mitigation Advisory Committee (EMAC) has been researching ways to implement a solution that would provide wildlife connectivity across SR69 where lanes will increase from 4 to 6 lanes between Prescott Lakes Parkway and Frontier Village. Explained the EMAC presented its findings to the TAC on September 5, and will be providing an overview of its findings to the Executive Board today.

Ms. Tammy DeWitt, Community Planner with the City of Prescott and Chair of the EMAC, provided PowerPoint presentation of proposed wildlife underpass beneath Hwy 69. Explained that the Sun Corridor Trail is currently being developed and will stretch from Douglas, Arizona to Las Vegas, Nevada. Also noted that the Prescott Circle Trail, which will be a part of the Sun Corridor Trail, will use the culvert beneath SR69 as part of the trail route. Explained State Trust Land rests on both sides of SR69. Explained that according to the Arizona Wildlife Linkages Assessment, this stretch of SR69 is a migration path, and noted the Statewide Wildlife Crash Analysis conducted in 2014 shows this stretch of SR69 ranks 7th highest for wildlife-vehicle collisions in the state.

Member Brown inquired from what sources the accident data was collected. Ms. DeWitt answered ADOT has collected the data and will be conducting a new study in 2020 that will provide updated wildlife-vehicle collision data.

Ms. DeWitt explained recommendations by Arizona Game and Fish are to increase the height and width of the current culvert beneath SR69 to allow for animal connectivity beneath Hwy 69. Explained animals will not cross through the current culvert due to its small size. Also noted that the estimated cost to build an underpass to Game and Fish standards on this stretch of SR69 is \$4 million. Due to the volume of traffic on SR69, a bypass road would have to be constructed to allow for adequate traffic flow during the construction of an underpass.

Ms. DeWitt explained that the EMAC has looked into various funding opportunities, but noted that collecting \$4 million over the span of a couple months is almost impossible.

Member Brown inquired if the EMAC's primary goal with this project is to reduce wildlife collisions, or to provide a migration route for the animals. Ms. DeWitt clarified that the primary goal is to provide a migration route. Member Brown also inquired if there are funding opportunities associated with the implementation of the Sun Corridor Trail system. Ms. DeWitt explained that funding opportunities have not yet become available, but are anticipated in next couple of years.

Madam Chair Orr inquired how far along the SR69 widening project is in the design phase. Mr. Bridges explained the project is 4 or 5 months in to a 12-month design process. Mr. Bridges also explained that this project originated in roughly 2006 and that incorporating changes this late in the process can be very challenging and costly.

Member Stump explained he has held discussions with the project design consultant to explore the possibility of creating a less-slick surface inside the culvert or possibly improving lighting for better pedestrian travel. Member Stump suggested the EMAC consider the continuous corridor for other possible migration paths.

Supervisor Thurman, explained he recently hiked the trail through the culvert and noted that the small size of the culvert would prevent any wildlife from crossing though. Also noted that when the culvert floods during cold temperatures, the ice never thaws. Explained that with the time and cost restraints, improvements at this time are nearly possible.

Mr. Sprague, Arizona Game and Fish, clarified that the structure shown in the presentation which was converted on SR77 cost about \$800,000 and was increased from a 4-lane to 6-lane road with a 31,000 per day traffic volume. Also clarified that collision data records come from law enforcement reports. Member Brown explained that different law enforcement agencies collect data differently from one another, therefore skewing the data.

Member Brown inquired about the effectiveness of an 8-foot fence to block migration. Mr. Sprague explained that a fence without a way to cross is not effective and that wildlife will find a way to cross.

Ms. Greenberg, Member of EMAC, noted that 20 years ago the Board of Supervisors at the time increased the sizes of the planned underpasses beneath Pioneer Parkway in anticipation for growth and increased use, and urged the CYMPO Executive Board and Yavapai County Board of Supervisors to consider the impacts of this project going into the future.

Mr. Bridges explained that the importance of this improvement is recognized, but there is not available funding. Explained that such improvements have to be incorporated into the planning process years in advance to be made possible. Encouraged the EMAC to focus on the 2045 Regional Transportation Plan to evaluate potential improvements for future projects.

Member Stump noted a study is being conducted to evaluate the effectiveness of reflective tabs on fences along Interstate 17 to deter wildlife from crossing. Noted the study is anticipated to be completed within two years, and if proven effective, could be considered for this type of project.

Madam Chair thanked EMAC for its work on SR69 and requested continued planning into the future.

MOTION

Vice-Chair Best motioned to approve Mr. Bridges and Member Stump to look into improvements to hiker elevation inside the culvert beneath SR69. Secretary/Treasurer Nolan seconded the motion.

VOTE

Member Brown voted no. The remaining votes were unanimous yes.

8. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE SENDING LETTER OF APPRECIATION TO GOVERNOR FOR DEDICATED FUNDING TO I-17 IMPROVEMENTS *(Task #100)*

MOTION

Member Brown motioned to approve sending the presented letter of appreciation to the governor for dedicated funding to I-17 improvements. Secretary/ Treasurer Nolan seconded the motion.

VOTE

The vote on the motion was unanimous.

9. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPOINT NEW REPRESENTATIVE TO THE RURAL TRANSPORTATION ADVOCACY COUNCIL (RTAC)

(Task #100)

MOTION

Vice-Chair Best motioned to appoint Secretary/ Treasurer Nolan as the primary CYMPO RTAC representative. Member Brown seconded the motion.

VOTE

The vote on the motion was unanimous.

MOTION

Vice-Chair Best motioned for to appoint Member Brown as the alternate CYMPO RTAC representative. Secretary/ Treasurer Nolan seconded the motion.

VOTE

The vote on the motion was unanimous.

10. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE AMENDMENT TO THE 2018 5310 GRANT AGREEMENT

Chris Bridges, CYMPO Administrator

(Task #100)

Mr. Bridges explained that CYMPO received FY18 section 5310 funds for mobility management purposes. ADOT Transit Division has modified language in the grant agreement and has requested approval from CYMPO. Mr. Bridges noted that the CYMPO attorney has reviewed and approved the amendment.

MOTION

Secretary/Treasurer Nolan motioned to approve the amendment to the 2018 5310 grant agreement. Member Best seconded the motion.

VOTE

The vote on the motion was unanimous.

11. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE AMENDMENTS TO FY20-24 MTIP

Chris Bridges, CYMPO Administrator

(Task #100)

Mr. Bridges explained \$20,000 of SPR funds allocated to 2045 Regional Transportation Plan (RTP) were transferred to Administration in FY19. Explained the TAC's recommendation to replenish the RTP is to move FY20 STBG funds from Transportation Education to the 2045 RTP.

Mr. Bridges noted 5310 actual awards will be included in the MTIP, ADOT contributions to the SR69 widening project will be included, and FHWA and FTA certifications will be included as an appendix to the FY20-24 MTIP.

MOTION

Secretary/Treasurer Nolan motioned to approve:

- Move \$20,000 of FY20 STBG funds from the Transportation Education project to the FY20 2045 Regional Transportation Plan
- Update 5310 award amounts to reflect actual awarded amounts

- Include ADOT’s contributions to the SR69 Safety and Capacity Improvements project
- Include the FY20 FHWA and FTA Certifications as an appendix

Vice-Chair Best seconded the motion.

VOTE

The vote on the motion was unanimous.

12. REVIEW AND DISCUSSION REGARDING IMPLICATIONS OF TRANSIT GOVERNANCE AS IT RELATES TO CYMPO

Chris Bridges, CYMPO Administrator

(Task #100)

Mr. Bridges explained governance structures that were discussed at August Transit Implementation Plan (TrIP) Stakeholders meeting. Explained the IPTA seems to be the preferred method among stakeholders. Also noted that the structure of CYMPO mirrors the structure of a Joint Powers Organization. Noted that information regarding each of the governance structures under consideration are included in the agenda packets for the board’s information. Also explained the project consultant, Nelson Nygaard, will be presenting a final draft recommendation at the upcoming TrIP Stakeholders meeting in November.

Member Brown requested Member Palguta’s perspective of transit. Member Palguta explained he understands the methods that are necessary in order to fund a potential regional transit system. Also noted further discussions are needed in order determine the most effective way to implement a transit system.

Member Brown noted the current routes being considered in the TrIP will decrease amount of service in Chino Valley. Member Brown expressed desire not to proceed with the Transit Implementation Plan if a system is not likely to be implemented.

Member Palguta acknowledged potential issues for Chino Valley and Dewey-Humboldt, but noted he still sees a potential benefit in Prescott Valley. Madam Chair Orr explained that 50 people attended the 3rd TrIP Stakeholders meeting and majority have shown support for pursuing a regional system.

Member Brown noted that the TrIP survey did not include a question to determine if the public would be willing to fund a transit system, and believes without this information, the TrIP does not have a future.

Member Palguta noted that the Town of Prescott Valley will be compiling a survey to determine the likelihood that citizens would be willing to pay for transit. Madam Chair Orr encouraged Member Palguta to refer to the TrIP to review information that has already been collected.

Madam Chair Orr expressed desire for discussions and the transit study to continue.

Secretary/ Treasurer Nolan noted that a regional transit system would benefit the community of Dewey-Humboldt, but understands a regional system will not be possible if the Quad Cities do not support.

Mr. Bridges explained that the willingness of member agencies to fund a transit system is key. Clarified that the purpose of the Transit Implementation Plan is to determine a recommended structure for a transit system, and if there is no willingness to fund a system, the plan will not be implemented. Madam Chair Orr noted importance to continue to discuss and hear the final recommendation at the 4th session in November. Member Brown clarified desire to abandon the plan for the time. Mr. Bridges explained the contract with the consultant obligates \$200,000 to fund the study.

Secretary/ Treasurer Nolan recognized potential conflict of interest for Yavapai County providing transit to the West side of county only. Noted possibility for Quad Cities to proceed without inclusion of Yavapai County.

Dan Cherry, Public Works Director for Yavapai County and Vice-Chair of CYMPO TAC, explained that Yavapai County currently contributes \$25,000 to Yavapai Regional Transit. Noted belief that the Yavapai County Board of Supervisors has interest in supporting transit moving forward. Also explained belief that Yavapai County's participation would be contingent on everyone's participation.

Frank Marbury, Public Works Director and Town Engineer for Town of Chino Valley, and member of CYMPO TAC, explained staff-level discussions have been held with the Town Manager, and staff recognizes the potential for reduced routes in Chino Valley, but also acknowledges the regional significance of a regional system. Noted the Town Manager is anticipating a final recommendation from the TriP to then hold discussions with the Town Council.

Vice-Chair Best explained he is a volunteer driver for Yavapai Regional Transit and does not wish to see level of service in Chino Valley reduced.

MOTION

Secretary Treasurer Nolan motioned to continue to pursue the Transit Implementation Plan Update. Madam Chair Orr seconded the motion.

VOTE

Member Brown voted no. The remaining votes were unanimous yes.

13. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE ADVERTISEMENT OF REQUEST FOR QUALIFICATIONS FOR FY 2020 CYMPO REGIONAL PROFESSIONAL SERVICES ON-CALL

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

Mr. Bridges explained the CYMPO TAC and attorney have reviewed and made recommendations which have been included in the presented Request for Qualifications for FY2020 CYMPO Regional Professional Services On-Call. Explained planning dollars have been set aside in each of the programmed years in CYMPO's FY20-24 Metropolitan Transportation Improvement Program (MTIP) to conduct project assessments with intent to hire from the On-Call list. Noted DBE goal assigned by ADOT is 0.00%.

MOTION

Vice-Chair Best motioned to approve advertisement of the presented Request for Qualifications for the FY 2020 CYMPO Regional Professional Services On-Call and to authorize consultant selection. Member Brown seconded the motion.

VOTE

The vote on the motion was unanimous.

Madam Chair invited Kevin Adam, Rural Transportation Advocacy Council (RTAC), to provide legislative updates. Mr. Adam explained Chairman of the House, Noel Campbell, will be reintroducing bill proposing gas tax increase. Member Brown inquired about 2-year deadline to repeal \$32 registration fee and when revenue from fee decreases, how will DPS be funded? Mr. Adam confirmed the fee was repealed to \$0 and noted it is doubtful it will be revisited. Also noted that state general funds dollars will likely go back to funding DPS. Madam Chair Orr inquired about how many legislators are expected to attend the Rural Transportation Summit luncheon. Mr. Adam noted 15 legislators are anticipated to attend.

14. OPTIONAL ADJOURNMENT INTO EXECUTIVE SESSION

The Executive Board **will** vote to hold an **EXECUTIVE SESSION**, which will not be open to the public, pursuant to A.R.S. 38-481.03(A) (1) for discussion and/or consideration of performance evaluation of the CYMPO Administrator, Christopher Bridges

*Billie Orr, CYMPO Chair
(Task #100)*

MOTION

Secretary/ Treasurer Nolan motioned to hold an Executive Session. Madam Chair Orr seconded the motion.

VOTE

The vote on the motion was unanimous.

15. RECONVENE FROM EXECUTIVE SESSION

Discussion and possible action regarding performance evaluation of the CYMPO Administrator, Christopher Bridges

MOTION

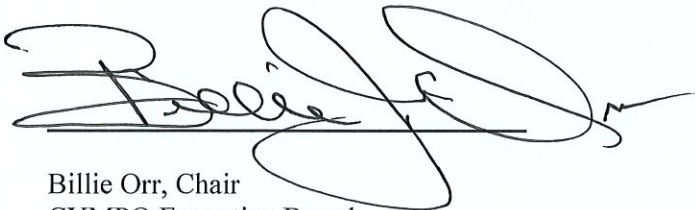
Vice-Chair Best motioned to approve a 3% wage increase to Mr. Bridges. Member Brown seconded the motion

VOTE

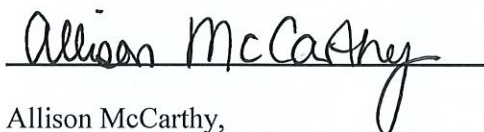
The vote on the motion was unanimous.

16. ADJOURNMENT 4:45 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.*



Billie Orr, Chair
CYMPO Executive Board
Dated: November 20, 2019



Allison McCarthy,
CYMPO Accounting Specialist
Dated: November 20, 2019