



# MEETING MINUTES

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**Executive Board  
Regular Meeting  
Wednesday, March 17, 2021  
3:00 PM – Online ONLY**

***Members of the Public:*** Please join us for a live stream of the meeting on the CYMPO YouTube page by clicking here or copying and pasting the link: <https://www.youtube.com/playlist?list=PLUXH6D19fFNp9wnPVRNoMjPeW8hVlygg-> or Google “CYMPO YouTube Page”

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## **CYMPO Executive Board**

Chair	Kell Palguta, Town of Prescott Valley
Vice-Chair	Craig L. Brown, Yavapai County Supervisor
Secretary/Treasurer	Phil Goode, City of Prescott
Member	John Hughes, Town of Dewey-Humboldt
Member	Tom Armstrong, Town of Chino Valley
Member	Gary Knight, ADOT District 6 Representative

### **1. CALL TO ORDER AND ROLL CALL**

Chairman Palguta absent. Councilmember Dickinson present as proxy for Chairman Palguta. All other members present.

*Note - the position of Secretary Treasurer will be presented to the Executive Board as an item for consideration and approval at the next meeting.*

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

### **3. TITLE VI POLICY AND MEETING PROCEDURES**

*Vincent Gallegos, CYMPO Administrator  
(Task #100)*

CYMPO complies with Title VI of the Civil Rights Act of 1964 and related Nondiscrimination statutes and regulations in all programs and activities. Members of the public may review the CYMPO Title VI Plan, and submit a Self-Identification survey by accessing the CYMPO website.

A reminder to those attending the meeting: 1) please keep your line on mute until you wish to speak, 2) voting will take place by rollcall.

This meeting is available for public viewing on the CYMPO YouTube page.

### **4. CALL TO THE PUBLIC**

This item is to provide an opportunity for presentation of comments from the public on subjects ***not on the agenda***. Individuals wishing to address the Board will need to **submit comments 24 hours in advance** by email to [Allison.mccarthy@yavapai.us](mailto:Allison.mccarthy@yavapai.us), or by voicemail by calling 928-442-5733. Comments received twenty-four (24) hours prior to the meeting will be entered into the official meeting record.

**5. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE JANUARY 28, 2021 EXECUTIVE BOARD SPECIAL MEETING MINUTES**

*Vincent Gallegos, CYMPO Administrator  
(Task #100)*

**MOTION**

Member Knight motioned to approve the January 28, 2021 Executive Board Special Meeting minutes. Vice-Chair Brown seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**6. CYMPO ADMINISTRATOR REPORT**

*Vincent Gallegos, CYMPO Administrator  
(Task #100)*

Mr. Gallegos noted that ADOT and FHWA have adopted a new policy to allow in-kind time contributions from elected officials.

**7. CONSIDERATION AND POSSIBLE ACTION TO APPROVE AMENDMENT TO THE FY20 – FY21 UNIFIED PLANNING WORK PROGRAM (UPWP) AND FY20-24 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP)**

*Vincent Gallegos, CYMPO Administrator  
(Task #100)*

Mr. Gallegos explained that the proposed amendment would add a project titled “Crash Data Analysis & Highway Safety Improvement Program (HSIP) Applications” in FY21 of the FY20-21 UPWP. Noted that in previous years, this money was distributed directly to Metropolitan Planning Organizations (MPOs), but now HSIP funds are distributed through a competitive process through ADOT (Arizona Department of Transportation). Noted that staff has identified \$20,000 to program the project in FY21. Explained that as part of the project, a consultant will perform crash data analysis and prepare several HSIP applications.

Mr. Gallegos reviewed other various amendments to committee memberships, and reduction of Metropolitan Planning Funds (PL) by \$639 in FY21.

Member Goode noted support to program the SR89/SR89A Eastbound Dual On-Ramps into FY22, and requested it be considered a priority for the next fiscal year.

**MOTION**

Member Goode motioned to approve amendment to the FY20-21 Unified Planning Work Program (UPWP) and FY20-24 Metropolitan Transportation Improvement Program (MTIP), with noted changes as discussed today. Vice-Chair Knight seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**8. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO APPROVE THE POSTING OF THE FY2022-2023 DRAFT UNIFIED PLANNING WORK PROGRAM (UPWP) FOR PUBLIC COMMENT**

*Vincent Gallegos, CYMPO Administrator  
(Task #100)*

Mr. Gallegos reviewed the FY2022 – 2023 Draft Unified Planning Work Program with the Executive Board.

Member Goode requested clarification on adaptive signals. Mr. Gallegos explained that CYMPO is currently conducting a study to evaluate traffic signals that already exist within the area to be able to identify opportunities for technology advancements in effort to better synchronize signals in the area, taking into consideration heavy traffic times.

Mr. Gallegos noted that the HSIP program presented by ADOT will work off of a biannual schedule. Noted that CYMPO will make modifications to reflect the same HSIP schedule that ADOT follows.

Vice Chair Brown suggested moving on to agenda item #9, and returning to item #8 after discussion.

After discussing item #9, Vice-Chair Brown made the following motion:

**MOTION**

Vice-Chair Brown motioned to approve the posting of the FY2022-2023 Draft Unified Planning Work Program (UPWP) for public comment. Member Hughes seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**9. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO APPROVE THE POSTING OF THE DRAFT FY2022-2026 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP) FOR PUBLIC COMMENT**

*Vincent Gallegos, CYMPO Administrator  
(Task #100)*

Mr. Gallegos noted that this particular item should be considered as a discussion item for today’s meeting, and action for this agenda item should be postponed for the next meeting.

Mr. Gallegos reviewed the FY22-26 MTIP with the Executive Board. Noted that funds are programmed in FY22 for the SR89A Eastbound Dual Entrance Ramps Alternative Selection Report. Noted that the Technical Advisory Committee has recommended an updated study for the Great Western Corridor.

Mr. Gallegos explained, that through discussions with the Rural Transportation Advocacy Council (RTAC), there is potential for legislation to propose a one-time funding package for greater Arizona of \$40 million to be divided among Metropolitan Planning Organizations (MPOs) and Councils of Governments (COGs) based on population. CYMPO would potentially receive one-time funding of \$4 million. Explained that through discussions with the Technical Advisory Committee, a list of projects titled “Potential Future Projects” has been included in the FY22-26 MTIP that includes recommended projects should additional funding become available.

Mr. Goode noted the Prescott Regional Airport is now the 25<sup>th</sup> busiest commercial airport in the country and explained there will be a great need for improvements to be made to the SR89/SR89A intersection to accommodate an increased traffic volume.

Vice-Chair Brown noted challenges in past years to identify funding for projects like the SR89/SR89A Eastbound Dual On-Ramps and SR69/SR169 Intersection Improvement projects.

Chairman Brown motioned to approve the posting of the draft FY2022-2026 Metropolitan Transportation Improvement Program for public comment. Member Goode seconded the motion.

Mr. Gallegos noted the narrative portion of the FY22-26 MTIP is needed and will be included with the draft brought to the board in April, and noted that there is no action required for item #9.

Vice-Chair Brown and Member Goode withdrew their motions. Item # 8 was revisited.

**10. CONSIDERATION AND POSSIBLE ACTION TO APPOINT AN ALTERNATE REPRESENTATIVE TO THE RURAL TRANSPORTATION ADVOCACY COUNCIL (RTAC) BOARD**

*Vincent Gallegos, CYMPO Administrator*

*(Task #100)*

Mr. Gallegos explained there is a need for an alternate CYMPO representative on the RTAC Board. Member Hughes volunteered to become the alternate representative. The consensus of the board approved to nominate Member Hughes as alternate.

**11. RTAC UPDATE**

*Kevin Adam, RTAC*

Mr. Adam explained there is an anticipated surplus of funds for Arizona of approximately \$2 billion. Noted that legislative leadership has indicated the intent to set aside \$20 million for infrastructure projects.

Mr. Adam noted Arizona should be prepared to utilize funding if and when it becomes available. Noted that the list of potential future projects introduced by Mr. Gallegos in the previous agenda item is a response to preparing CYMPO for a potential one-time funding opportunity.

Vice-Chair Brown asked Mr. Adam what unfunded liabilities currently exist for Arizona. Mr. Adam explained there is an estimated \$30.5 billion gap in state funding over the next 25 years.

**12. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE SR69/SR169 INTERSECTION ALTERNATIVE SELECTION REPORT**

*Daniel Harmonick, CYMPO Transportation Planner*

*(Task #200)*

Mr. Harmonick explained that Kittelson & Associates completed the SR69/SR169 Intersection Final Alternative Selection Report, and the TAC has recommended approval of the final report.

**MOTION**

Vice-Chair Brown motioned to approve the SR69/SR169 Intersection Final Alternative Selection Report. Member Hughes seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**13. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE SR89A/ROBERT ROAD TRAFFIC INTERCHANGE ALTERNATIVE SELECTION REPORT**

*Daniel Harmonick, CYMPO Transportation Planner*

*(Task #200)*

Mr. Harmonick explained that Kimley Horn completed the SR89A/Robert Road Traffic Interchange Final Alternative Selection Report, and that the report has taken a phased approach to completing the project due to the cost estimate of \$27 million. The TAC has recommended approval of the final report.

**MOTION**

Vice-Chair Brown motioned to approve the SR89A/Robert Road Traffic Interchange Final Alternative Selection Report. Member Hughes seconded the motion.

**VOTE**

The vote on the motion was unanimous.

Gary Knight, with the Arizona State Transportation Board (STB), noted there are three items on the next STB consent agenda for Yavapai County: 1) Bid award for Verde River Bridge, 2) I-17 milepost 311 pavement preservation increased scope and budget, and 3) SR89 milepost 338 pavement preservation increased budget. Noted that the ADOT 5-year plan will go live on STB website on March 18<sup>th</sup>.

**14. ADJOURNMENT 4:40PM**

**Upcoming Meetings:**

April 13th, 2021 - FHWA Review of the FY22-23 Unified Planning Work Program

April 21, 2021 - Regular Executive Board Meeting

*CYMPO endeavors to make all public meetings accessible to persons in need of foreign language assistance or with disabilities. However, during these trying times, the accommodations we can provide are limited. Please e-mail Allison.McCarthy@yavapai.us, **72 hours** prior to the meeting to request a reasonable accommodation to participate in this meeting.*