



MEETING MINUTES

Executive Board
Regular Meeting

Wednesday, December 15, 2021
3:00 PM – Online ONLY

Members of the Public may join the Zoom meeting as an “attendee” by accessing:

https://us02web.zoom.us/webinar/register/WN_mA1hFFPyR-67_kLvUZjHUA,

or may view the live stream of the meeting on the CYMPO YouTube page at:

<https://www.youtube.com/playlist?list=PLUXH6D19fFNp9wnPVRNoMjPeW8hVlyqg-> or Google “CYMPO

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

Member Hughes absent. All other members present.

2. PLEDGE OF ALLEGIANCE

3. TITLE VI POLICY AND MEETING PROCEDURES

*Allison McCarthy, CYMPO Administrative Assistant
(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: please keep your line on mute until you wish to speak

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 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.

Instructions for virtual meeting: Those who wish to participate in the CYMPO Executive Board meeting can join this meeting as an “attendee” by using the Zoom Webinar link at:

https://us02web.zoom.us/webinar/register/WN_mA1hFFPyR-67_kLvUZjHUA.

Since this is a virtual conference meeting, attendees will be muted upon joining the meeting, and may request to speak or provide a written comment by using the “Raise My Hand” or “Q&A Comments” features available through the webinar.

No comments were provided.

5. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE NOVEMBER 2, 2021 EXECUTIVE BOARD SPECIAL MEETING MINUTES

*Vincent Gallegos, CYMPO Executive Director
(Task #100)*

MOTION

Vice-Chair Brown motioned to approve the November 2, 2021 Executive Board Special Meeting minutes. Member Knight seconded the motion.

VOTE

The vote on the motion was unanimous.

6. CYMPO EXECUTIVE DIRECTOR REPORT

*Vincent Gallegos, CYMPO Executive Director
(Task #100)*

No updates were provided.

7. RURAL TRANSPORTATION ADVOCACY COUNCIL (RTAC) REPORT

Kevin Adam, RTAC

This item was moved to #13.

Mr. Adam provided clarification regarding the discussion about the Sundog Connector Design Concept Report (DCR), noting that use of state legislative funding used on a DCR is appropriate.

Mr. Adam provide updates on the progress of the state legislative funding for Greater Arizona.

8. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO APPROVE APPLYING FOR 5305E TRANSIT PLANNING GRANT FUNDS

*Vincent Gallegos, CYMPO Executive Director
Kimberly Blanco, CYMPO Transit Planner
(Task #400)*

This item was moved to item #7.

Mr. Gallegos explained that ADOT has issued a Notice of Funding Availability for 5305e Transit Planning funding, and CYMPO may pursue funding for a Regional Marketing Plan and an Active Transportation Plan.

Ms. Blanco reviewed the general scopes of work for both the Regional Marketing Plan and an Active Transportation Plan.

MOTION

Vice-Chair Brown motioned to approve applying for 5305e Transit Planning grant funds. Secretary/Treasurer Goode seconded the motion.

VOTE

The vote on the motion was unanimous.

9. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO APPROVE THE REQUEST FOR QUALIFICATIONS (RFQ) FOR THE SUNDOG CONNECTOR DESIGN CONCEPT REPORT AND ENVIRONMENTAL OVERVIEW

Vincent Gallegos, CYMPO Executive Director

Daniel Harmonick, CYMPO Transportation Planner

Task (#200)

Mr. Gallegos provided presentation of the Sundog Connector and noted that this project was identified as the top priority for the region at the CYMPO Executive Board Retreat held in August. Reviewed the scope of work for the proposed Design Concept Report (DCR) and Environmental Overview and noted that the report would provide 15% of the design information needed for the project, and the report would take an estimated 12 to 18 months to complete.

Secretary/Treasurer Goode noted concerns about various projects in the area that could affect the Sundog Connector. Chairman Palguta noted that the DCR will help provide answers to many outlying questions surrounding the Sundog Connector such as cost and traffic impacts.

Secretary/Treasurer Goode noted concern for emergency response times for residents in the north end of Yavapai Hills.

Mr. Gallegos explained that this project has been included in the last three City of Prescott General Plans and all of the CYMPO 25-year Regional Transportation Plans.

Member Knight suggested that the DCR will help to answer many of the questions that surround the project.

Vice-Chair Brown noted that because federal funds are being used to fund the DCR, if construction of the project does not begin within 10 years, the funds would need to be repaid. Mr. Gallegos explained that with the various developments already planned for the area, it is possible that the developers' portions of the road will assist in meeting the federal 10-year construction requirement.

Secretary/Treasurer Goode stated that it is still unknown when and what level the developers on the west-end of the proposed Sundog Connector will develop their agreed-upon segment of the connector. Mr. Gallegos noted that CYMPO has the potential ability to proactively assist in the planning of the Sundog Connector, as opposed to attempting to connect the dots later in the process, which would be more costly. Secretary Goode expressed concern about spending federal funds for this project, which would need to be repaid if construction of the project does not begin within 10 years.

Vice-Chair Brown stated that he will support whatever direction the City of Prescott supports. Chairman Palguta suggested that the DCR proceed in effort to collect more information to answer the outlying unanswered questions.

Mr. Cherry, Public Works Director of Yavapai County and member of the CYMPO Technical Advisory Committee (TAC), explained that the DCR would provide information regarding the cost to construct, drainage, wildlife, and environmental concerns. Mr. Cherry noted that with the consistent prioritization of the Sundog Connector in several regional studies, there is tremendous benefit in taking on some risk to pursue the project.

Chairman Palguta reiterated that the Sundog Connector has been identified in past General Plans, which were vetted through a public process, and CYMPO is now attempting to facilitate what has already been determined in the plans. Mr. Gallegos also noted that CYMPO will be conducting a Master Corridor Plan for State Route 69 in 2022, and once this and the Sundog Connector DCR are complete, the board will have the opportunity to make a decision on the best course of action for the region at that time.

Mr. Cherry explained that an option for avoiding repayment of the federal funding for the DCR could be to utilize the state legislative funding that is being pursued through RTAC for Greater Arizona and anticipated in 2022.

Secretary Treasurer requested to add a condition to the motion that CYMPO will actively engage with state legislature to provide funding to replace federal dollars with state dollars to remove liability for repayment. Mr. Gallegos confirmed that CYMPO will continue to pursue the state legislative funding and utilize state funds in place of federal funds if possible.

Secretary/Treasurer Goode requested that it be made clear that no determination to construct the project has been made. The DCR will simply provide foundational information to better make a decision in the future.

MOTION

Chairman Palguta motioned to approve advertisement of the Request for Qualifications for the Sundog Connector Design Concept Report and Environmental Overview. Member Knight seconded the motion.

VOTE

The vote on the motion was unanimous.

10. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO APPROVE AMENDMENT TO THE FY2022-2023 UNIFIED PLANNING WORK PROGRAM (UPWP)

*Vincent Gallegos, CYMPO Executive Director
(Task #100)*

Ms. McCarthy reviewed proposed amendments to the FY22-23 Unified Planning Work Program.

MOTION

Member Knight motioned to approve amending the FY2022-2023 Unified Planning Work Program (UPWP) as presented. Chairman Palguta seconded the motion.

VOTE

The vote on the motion was unanimous.

11. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO APPROVE AMENDMENT TO THE FY2022-2026 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP)

*Vincent Gallegos, CYMPO Executive Director
(Task #100)*

Ms. McCarthy reviewed proposed amendments to the FY22-26 Metropolitan Transportation Improvement Program.

MOTION

Member Knight motioned to approve amending the FY2022-2026 Metropolitan Transportation Improvement Program (MTIP) as presented. Chairman Palguta seconded the motion.

VOTE

The vote on the motion was unanimous.

12. ADOT NORTHWEST DISTRICT REPORT

Todd Steinberger, Assistant Northwest District Engineer-Development

Mr. Steinberger provided an update on construction projects in the region: 1) Spring Valley traffic signal has been constructed, 2) SR89/Road 1 North traffic signal has been constructed, 3) Micro surfacing has been completed on SR89 from Paulden to Hell Canyon, 4) ITS project on I-17 from Anthem to the McGuireville rest area is expected to begin in January.

Projects in development and design: 1) SR69 Widening project is expected to be advertised for construction in summer of 2022, 2) State legislative funding pavement preservation project on SR69 from Stoneridge to Truwood Drive is expected to advertise in November of 2022, 3) Pavement preservation project on SR89 from Glassford Hill road to Coyote Springs Road, 4) Pavement preservation project on SR89 from Big Bug to Poland Junction is expected to advertise at the end of January.

13. STATE TRANSPORTATION BOARD REPORT

Gary Knight, ADOT District 6 Representative

Mr. Knight noted that the next State Transportation Board meeting will be held on December 17th. The only item on the agenda for Yavapai County is item #3F, “SR69 establish new right of way from Prescott Lakes Parkway to Frontier Village”.

Secretary/Treasurer Goode requested clarification on the right of way that is to be established. Mr. Steinberger clarified that this item refers to the acquisition of temporary construction easements needed as part of the improvements. Explained this is a standard process for ADOT construction projects.

14. ADJOURNMENT 4:40 PM

Upcoming Meetings:

December 17, 2021 – State Transportation Board Meeting 9:00am (Globe)

*CYMPO endeavors to make all public meetings accessible to persons in need of foreign language assistance or with disabilities. Please e-mail Allison.McCarthy@yavapai.us, **72 hours** prior to the meeting to request a reasonable accommodation to participate in this meeting.*

*El CYMPO se esfuerza por hacer que todas las reuniones públicas sean accesibles a las personas que necesitan asistencia en un idioma extranjero o con discapacidades. Por favor, envíe un correo electrónico a Allison.McCarthy@yavapai.us, por lo menos **72 horas** antes de la reunión para solicitar un acomodo razonable para participar en esta reunión.*