



# MEETING MINUTES

**Executive Board  
Regular Meeting  
Wednesday, October 19, 2022  
3:00 PM**

**Hybrid (In-Person and Virtual)  
Town of Chino Valley  
Council Chambers  
202 State Route 89  
Chino Valley, Arizona**

*The virtual option for this meeting will be held via Zoom Webinar:  
**Members of the Public** may join the Zoom meeting as an “attende” by accessing:  
[https://us02web.zoom.us/webinar/register/WN\\_OC0RzSIDS064tNmSxZe6Zw](https://us02web.zoom.us/webinar/register/WN_OC0RzSIDS064tNmSxZe6Zw),  
or by calling: 1-602-753-0140, Webinar ID: 899 6076 7097, Passcode: 306080*

## **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 was absent. Member Armstrong arrived at 3:13pm. Vice-Chair Brown and Member Knight attended virtually.

*A reminder to those attending the meeting, please keep your line on mute until you wish to speak.*

### **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.

### **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 “attende” by using the Zoom Webinar link at:  
[https://us02web.zoom.us/webinar/register/WN\\_OC0RzSIDS064tNmSxZe6Zw](https://us02web.zoom.us/webinar/register/WN_OC0RzSIDS064tNmSxZe6Zw),  
or by calling: 1-602-753-0140, Webinar ID: 899 6076 7097, Passcode: 306080

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 originally provided. This item was revisited following item #12.

Mr. Kaplan inquired about what the objective criteria are for No-Build option for the Sundog Connector Corridor.

**5. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE AUGUST 17, 2022 EXECUTIVE BOARD REGULAR MEETING MINUTES**

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

**MOTION**

Vice-Chair Brown motioned to approve the August 17, 2022 Executive Board regular meeting minutes. Secretary/Treasurer Goode seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**6. EXECUTIVE DIRECTOR’S UPDATE**

*Vincent Gallegos, CYMPO Executive Director*

Mr. Gallegos thanked Executive Board members for their participation in the Rural Transportation Summit held in September in the City of Maricopa.

**7. RURAL TRANSPORTATION ADVOCACY COUNCIL UPDATE**

*Kevin Adam, RTAC*

Mr. Gallegos explained Mr. Adam is unable to attend today’s meeting, and reviewed CYMPO’s projects to be included in RTAC’s pursuit of state legislative funding for Greater Arizona.

Vice-Chair Brown inquired about the remaining \$2.5 million in funding needed for the SR89/89A On-Ramps improvements. Mr. Gallegos explained that officially, the \$2.5 million has not yet been identified, but representative Nguyen is checking to see if funds are available within the state budget, and should have a definitive answer within a couple of weeks.

**8. TRANSIT UPDATE**

*Bryn Stotler, CYMPO Planner  
(Task# 400)*

Ms. Stotler provided an update on Yavapai ridership. Also provided an update on ridership for Yavapai Regional Transit (YRT). Noted that YRT filed letter of appeal to ADOT regarding exhaustion of fuel their funds, but the appeal was denied. Explained that CYMPO intends to follow up with ADOT on behalf of all regional providers enduring the same issue.

Ms. Stotler explained that Yavapai Apache Transit intends to expand its transit services to western Yavapai County.

Ms. Stotler acknowledged Dave Seigler, and his team at New Horizons Disability Empowerment Center, for responding to an emergency request to relocate several residents of a senior center in Prescott Valley to another center due to a power outage. Chairman Palguta noted that approximately 28 members were relocated.

Secretary/Treasurer Goode requested more information about the fuel funds that are being exhausted. Ms. Stotler invited YRT's manager, Tom Stultz, to provide clarification. Mr. Stultz explained that YRT anticipates its fuel funds to be depleted by April or May 2023, and will be seeking assistance from the city and other private investors to capitalize additional funds. Also intends to write a letter to ADOT in January explaining the expected circumstances following the first quarter, and will inquire about ADOT's availability of funds at that time.

**9. PROJECT UPDATE OF SUNDOG CONNECTOR DESIGN CONCEPT REPORT & ENVIRONMENTAL OVERVIEW**

*Lindsay Post, CYMPO Planner  
(Task #200)*

Ms. Post thanked the Executive Board for its participation in the Sundog Connector Public Open House held on September 7<sup>th</sup>. Explained that the project consultant, AECOM, is currently working on a summary of the feedback that was received, and will provide that information at the next Sundog Technical Advisory Committee meeting to be held on November 9<sup>th</sup>. Ms. Post noted that outside of the Public Open House, she has received approximately 30 unique emails from residents within the CYMPO boundary. Explained that most of the comments offered opinions on desired roadway features, 3 comments did not offer suggestions, but requested that the project not continue. Also noted that four comments were in favor of seeing the corridor being developed.

Ms. Post explained that a common concern among the comments received are in regard to the congestion and capacity issues on State Route 69, and allege that the Sundog Connector would not relieve those issues. Also noted that another common concern is in regard to environmental impacts. Explained that an Environmental Overview is a key component to the plan, and noted that the CYMPO Ecosystem Connectivity Mitigation Advisory Committee (EMAC) is working toward mitigating environmental impacts for the project.

Ms. Post noted that the next Stakeholder meeting will be held in December.

**10. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO APPROVE THE PROFESSIONAL SERVICES AGREEMENT WITH KITTELSON & ASSOCIATES FOR THE SR69 URBANIZED CORRIDOR MASTER PLAN**

*Lindsay Post, CYMPO Planner  
(Task #200)*

Ms. Post noted that four proposals were submitted in response to the Request for Proposals for the State Route 69 Urbanized Corridor Master Plan. Explained that the CYMPO TAC served as the scoring committee, and identified Kittelson & Associates as the highest-scoring firm. Also noted that AECOM Technical Service, Inc. will serve as a subconsultant on the project team, which will allow for a very direct connection to the Sundog Connector Design Concept Report & EO taking place simultaneously.

Secretary/Treasurer Goode inquired about the benefits of the type of traffic modeling software that will be used. Vamshi Yellisetty, Project Manager for Kittelson & Associates, explained that the VISUM mesoscopic traffic model will allow for evaluation of peak hour traffic data down to 15-minute intervals within an hour.

**VOTE**

Secretary/Treasurer Goode motioned to approve the selection of Kittelson & Associates for SR69 Urbanized Corridor Master Plan. Member Armstrong seconded the motion.

**MOTION**

The vote on the motion was unanimous.

**11. ADOT NORTHWEST DISTRICT REPORT**

*Anthony Brozich, Administrator*

Mr. Brozich noted the following updates for projects in construction or design:

- 1) I-17 Anthem Way to McGuireville Rest Area broadband project has been completed,
- 2) Spot repairs on SR69 from Mayer to Dewey-Humboldt are complete, but friction course improvements have been postponed for the winter, due to weather conditions,
- 3) Pavement Preservation projects on SR89A from SR89 to Glassford Hill Road and from Glassford Hill Road to Coyote Springs Road has been postponed for the winter, due to weather conditions,
- 4) I-17 Sunset Point Rest Area Rehab project is in progress. Rest Area is currently closed, and a temporary rest area has been installed at the Badger Springs exit,
- 5) I-17 Flex Lane project is in progress and more information can be found at [www.ImprovingI17.com](http://www.ImprovingI17.com),
- 6) Bid Advertisement for the deck replacement on the I-17/SR169 Traffic Interchange is anticipated in December,
- 7) Bid Advertisement for the widening on SR69 from Prescott Lakes Parkway to Frontier Village is anticipated in December,
- 8) Bid Advertisement for the Pavement Preservation project on SR69 from Truwood Drive to Stoneridge is anticipated for the second quarter of fiscal year 2023,
- 9) Bid Advertisement for the SR69/SR169 Roundabout project is anticipated for second quarter of fiscal year 2024,
- 10) Bid Advertisement for the SR169 Grantwoods Parkway to I-17 Centerline Rumble Strip project is anticipated in the third quarter of FY23,
- 11) Centerline rumble strip installation on SR89 from Paulden to Ashfork is anticipated in fourth quarter of FY23.

Secretary/Treasurer Goode inquired about what warrants a winter shut down. Mr. Brozich explained due to the type of asphalt that is used, rain and cool temperatures limit when the work can be performed.

**12. STATE TRANSPORTATION BOARD REPORT**

*Gary Knight, ADOT District 6 Representative*

Member Knight noted the next State Transportation Board meeting will be held in Lake Havasu on October 21<sup>st</sup>.

Item #4 was reopened following item #12.

**13. 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) and is for discussion and/or consideration of performance evaluation of the CYMPO Executive Director, Vincent Gallegos.

*Kell Palguta, CYMPO Chair*

*(Task #100)*

**MOTION**

Vice-Chair Brown motioned to enter into Executive Session. Secretary/Treasurer Goode seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**14. RECONVENE FROM EXECUTIVE SESSION**

*This item will be held in-person only.*

Discussion and possible action regarding performance evaluation of the CYMPO Executive Director, Vincent Gallegos.

The Executive Board reconvened at 3:55pm.

**MOTION**

Chairman Palguta motioned to approve the performance evaluation for Vincent Gallegos as discussed during the Executive Session. Secretary/Treasurer Goode seconded the motion.

**VOTE**

The vote on the motion was unanimous.

**15. ADJOURNMENT 4:36PM**

*Upcoming Meetings:*

October 21, 2022: State Transportation Board Meeting 9:00am (Lake Havasu)

November 3, 2022: Technical Advisory Committee Meeting 1:00pm

November 16, 2022: Executive Board Meeting 3:00pm (Chino Valley)

November 18, 2022: State Transportation Board Meeting 9:00am (Wickenburg)

*CYMPO endeavors to make all public meetings accessible to persons in need of language assistance or with disabilities. Please call (928)442-5730 or e-mail [Allison.McCarthy@yavapai.gov](mailto:Allison.McCarthy@yavapai.gov) 72 hours prior to the meeting requesting reasonable accommodations.*

*CYMPO se esfuerza por hacer que todas las reuniones públicas sean accesibles para las personas que necesitan asistencia con el idioma o con discapacidades. Llame al (928) 442-5730 o envíe un correo electrónico a [Allison.McCarthy@yavapai.gov](mailto:Allison.McCarthy@yavapai.gov) 72 horas antes de la reunión para solicitar adaptaciones razonables.*