



**Central Yavapai
Metropolitan Planning Organization**

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**FISCAL YEARS 2024 and 2025
UNIFIED PLANNING WORK PROGRAM and BUDGET**

For a Comprehensive, Cooperative, and Continuing
Transportation Planning Process



Fiscal Year Terminology
State & CYMPO Fiscal Year '24 (FY 24)
 July 1, 2023 – June 30, 2024

FHWA Federal Fiscal Year '24 (FFY 24)
 October 1, 2023 – September 30, 2024

FTA Federal Fiscal Year '24 (FFY 24)
 October 1, 2024 – September 30, 2025

**Approved on May 10, 2023, by the:
CENTRAL YAVAPAI METROPOLITAN PLANNING ORGANIZATION
TECHNICAL ADVISORY COMMITTEE**

**Approved on May 17, 2023, by the: CENTRAL YAVAPAI METROPOLITAN
PLANNING ORGANIZATION
EXECUTIVE BOARD**

This report was prepared in cooperation with Yavapai County, City of Prescott,
Towns of Prescott Valley, Chino Valley, and Dewey-Humboldt, Arizona Department of
Transportation, Federal Transit Administration, Federal Highway Administration, and USDA
Forest Service



Assistance Listing FHWA: 20.205
Assistance Listing FTA: 20.513
Assistance Listing FTA 5305d: 20.505

FEDERAL CERTIFICATIONS

METROPOLITAN TRANSPORTATION PLANNING PROCESS

SELF-CERTIFICATION

The Arizona Department of Transportation and the Central Yavapai Metropolitan Planning Organization, the Metropolitan Planning Organization for the Central Yavapai urbanized area hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- I. 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
- II. In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
- III. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- IV. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- V. Section 1101(b) of the FAST (Pub. L. 114 – 357) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects
- VI. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction projects;
- VII. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
- VIII. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- IX. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender;
- X. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

Central Yavapai Metropolitan Planning Organization

Vincent Gallegos

5/19/2023

Vincent Gallegos
CYMPO Executive Director

Arizona Department of Transportation
Multimodal Planning Division

Paul Patane
Director, Multimodal Planning



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The Central Yavapai Metropolitan Planning Organization certifies that the 2024 and 2025 Unified Planning Work Program for the Central Yavapai Region has been developed cooperatively and provided opportunities for public participation.

SECTION I

VISION AND MISSION STATEMENTS AND INTRODUCTION

VISION STATEMENT

To promote and maintain a regional coordinated transportation system for the safe and efficient movement of people, goods, and services.

MISSION STATEMENT

Use regional leadership in planning and promoting a comprehensive multi-modal transportation system.

INTRODUCTION

The Unified Planning Work Program (UPWP) is a narrative description of all activities performed by Central Yavapai Metropolitan Planning Organization (CYMPO), as the lead transportation planning agency for each fiscal year in collaboration with members of the Metropolitan Planning Organization (MPO).

The CYMPO Planning Boundary (Figure 1) includes the jurisdictions of Yavapai County, the City of Prescott, Yavapai Prescott Indian Tribe, the Towns of Chino Valley, Prescott Valley and Dewey-Humboldt, as well as the Arizona Department of Transportation (ADOT), United States Department of Agriculture (USDA) and Forest Service. All planning is done in cooperation with the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

Reflected in the UPWP are planning activities provided for in the agreements and contractual relationships among the Arizona Department of Transportation (ADOT), the U.S. Department of Transportation, and the Central Yavapai Metropolitan Planning Organization (CYMPO), which was officially designated by the Governor of Arizona in 2003 as the Metropolitan Planning Organization (MPO) for the Central Yavapai region.

The UPWP offers an indication of regional short and long-range transportation planning objectives, the manner in which to achieve these objectives, the budget necessary to sustain the overall planning effort, and the sources of funding for each specific program element. Due to the many regional transportation needs, CYMPO will rely upon external services for accomplishment of various tasks in a quality, professional and timely manner. However, in all cases CYMPO personnel will provide project management and direction to study efforts.

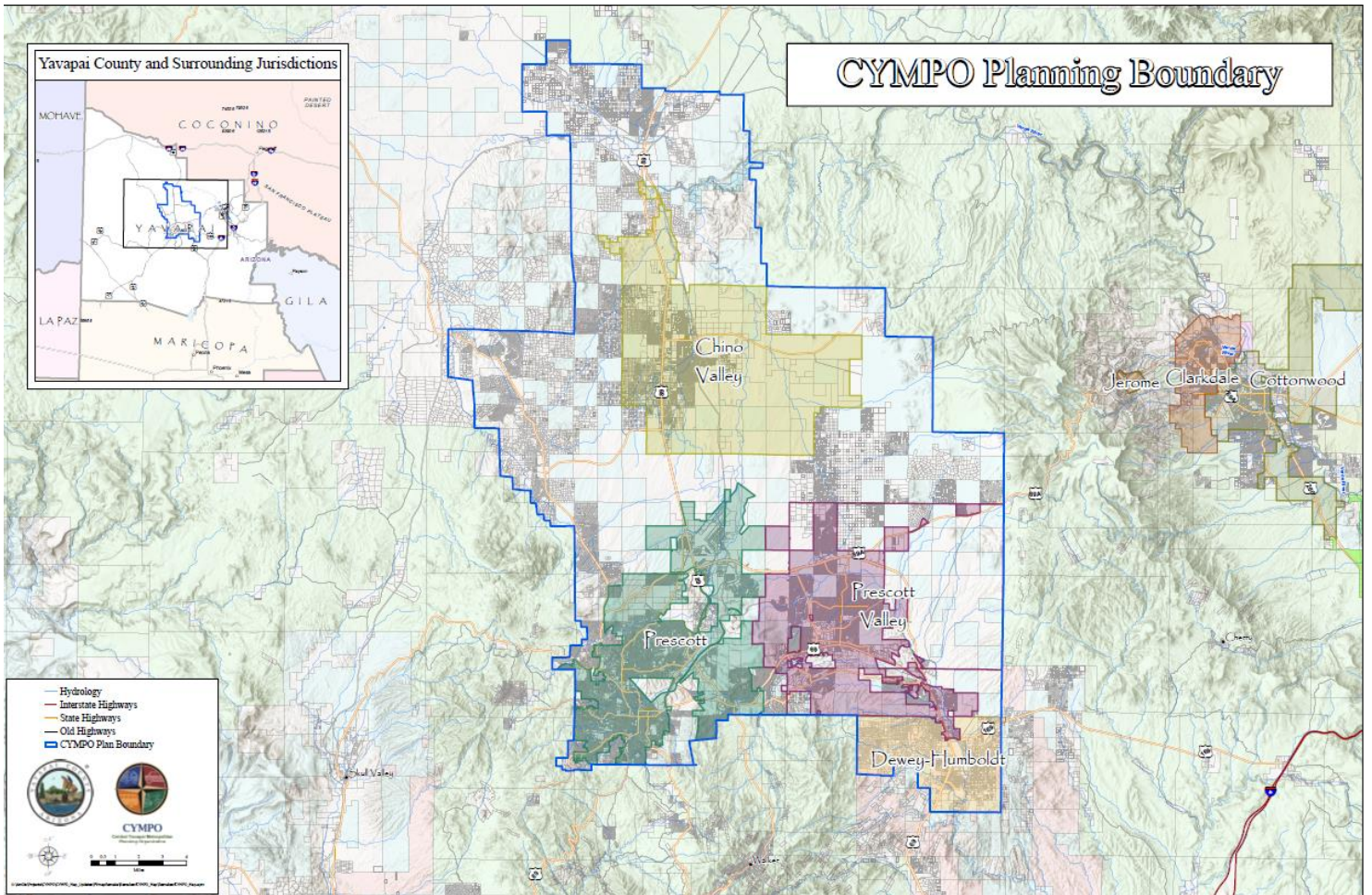
CYMPO provides certain specific contractual services to ADOT in support of its statewide planning and development responsibilities including acting as the Regional Planning Organization (RPO). As the MPO, CYMPO conducts the continuing, coordinated, and comprehensive (3-C) transportation planning process in accordance with Federal law and regulation. The multimodal, multi-jurisdictional nature of the activities in the UPWP necessitates just such a cooperative, coordinated approach to transportation planning for the region. The local elected officials, in collaboration with State and Federal agencies, accomplish this through collective decision-making.



Anticipated in the planning process, is the use of a Technical Advisory and Ecosystem Connectivity and Mitigation Advisory standing committees or other subgroups to advise and guide CYMPO planning projects. When consultant services are used, CYMPO prepares a draft scope of work and presents to the appropriate committee for review, refinement, and endorsement. All draft and final draft documents will be submitted to the appropriate committees for review, refinement, and endorsement. Final documents will be submitted for approval. At major milestones, planning activities requiring public input will be submitted to the committees for endorsement prior to formal public invitations announcement. CYMPO will direct consultant study efforts and provide project management.



Figure 1



SECTION II

ORGANIZATION AND MANAGEMENT

Staffing Roles and Responsibilities

CYMPO staff consists of an Executive Director, two Planners, an Administrative Assistant, a Grants Administrator, and a Transit Development Manager. The CYMPO Executive Board appoints the Executive Director, who then reports directly to them. Additionally, the Executive Director supervises the Planners Administrative Assistant, Grants Administrator, and Transit Development Manager. Although each employee has an assigned job description, employees work as a team and share responsibilities of the organization to ensure that all assignments are completed.

Yavapai County is the human resources and fiduciary arm of CYMPO and provides staffing, purchasing services, accounting services, human resource/payroll services, and policies and procedures. Yavapai County Finance pays all expenses as incurred. ADOT, Yavapai County, the City of Prescott, and the Towns of Prescott Valley, Chino Valley and Dewey-Humboldt then reimburse Yavapai County Finance accordingly.

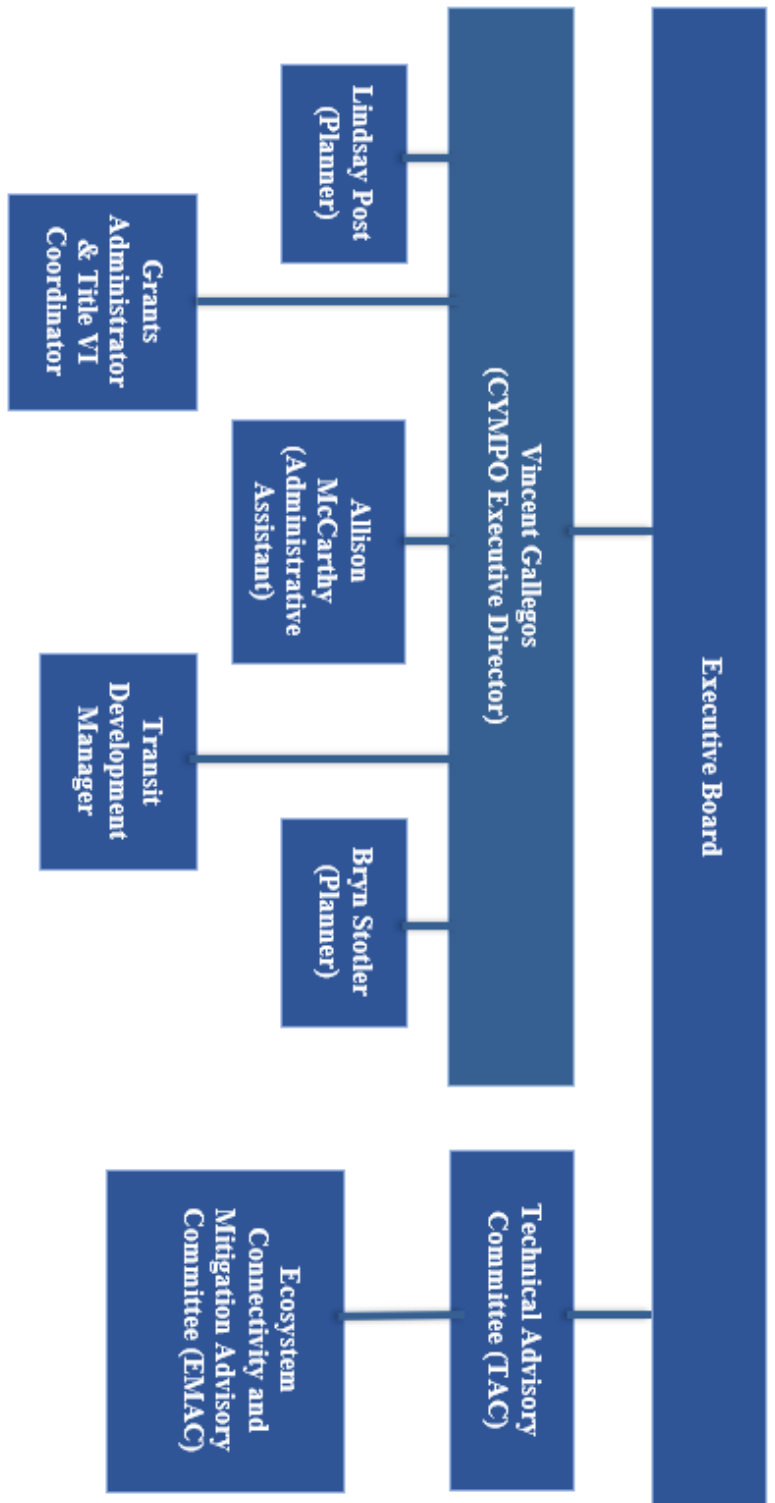
FY 2024-2025 CYMPO STAFF

- **Vincent Gallegos, Executive Director**
- **Lindsay Post, Planner**
- **Bryn Stotler, Planner**
- **Allison McCarthy, Administrative Assistant II**
- **Grants Administrator**
- **Transit Development Manager**



Central Yavapai Metropolitan Planning Organization Organizational Chart

Figure 2



Committee Structures

The CYMPO Executive Board consists of six elected or appointed officials from the City of Prescott, the Towns of Chino Valley, Dewey-Humboldt and Prescott Valley, Yavapai County and ADOT. It is the function of the Executive Board to act as a policy body coordinating transportation planning and related implementation activities within the CYMPO planning region. The Board must approve all agreements and contracts and the Chair, or designee, must sign all appropriate documents related to contracts and agreements of CYMPO. The positions of Chair, Vice-Chair, and Secretary-Treasurer are elected on an annual basis.

The CYMPO Technical Advisory Committee (TAC) is composed of technical and/or managerial staff representatives of the Towns of Chino Valley, Prescott Valley, Dewey-Humboldt, the City of Prescott, and Yavapai County. In addition to the five jurisdictions, ADOT Northwest District Office and Multi-modal Planning Division are voting members of the TAC, as is the U.S. Forest Service. The positions of Chair and Vice-Chair are elected on an annual basis.

The TAC works in an advisory role to the Executive Board and its primary responsibility is to conduct technical reviews and analysis regarding project related activity of the Metropolitan Transportation Improvement Program (MTIP) and the Unified Planning Work Program (UPWP), as well as any related issues directed by CYMPO's Executive Board.

The CYMPO Ecosystem Connectivity and Mitigation Advisory Committee (EMAC) is composed of seven voting members from ADOT NW District Environmental, AZ Game & Fish, City of Prescott Community Planning Staff, Prescott National Forest, and three private citizens who reside within the CYMPO planning boundary.

The mission of the EMAC is to study and advocate for the preservation of interconnected ecosystems in the CYMPO Region that will integrate land use and mitigation for natural resource protection, and wildlife habitats into the regional transportation planning and design program. The EMAC reports to the TAC or Executive Board as needed.

All committees adhere to the Arizona Open Meeting Law and abide by the CYMPO Bylaws.



CENTRAL YAVAPAI METROPOLITAN PLANNING ORGANIZATION (CYMPO)

2023 EXECUTIVE BOARD

Craig L. Brown
CYMPO Chair
Yavapai County Board of Supervisors

John Hughes
CYMPO Vice-Chair
Mayor, Town of Dewey-Humboldt

Phil Goode
CYMPO Secretary/Treasurer
Mayor, City of Prescott

Tom Armstrong
CYMPO Board Member
Councilmember, Town of Chino Valley

Kell Palguta
CYMPO Board Member
Mayor, Town of Prescott Valley

Gary Knight
CYMPO Board Member
ADOT District 6 Representative

*Election of officers to be held annually in November

2023 TECHNICAL ADVISORY COMMITTEE (TAC)

Dan Cherry
CYMPO Chair
Public Works Director
Yavapai County

John Hughes
CYMPO Vice-Chair
Mayor
Town of Dewey-Humboldt

Ian Mattingly
City Traffic Engineer
City of Prescott

Frank Marbury
Public Works Director/Town Engineer
Town of Chino Valley

Gilbert Davidson
Town Manager
Town of Prescott Valley

Andrew Roth, PE
Assistant Northwest District Engineer
ADOT Northwest District

Myrna Bondoc,
Regional Transportation Planner
ADOT Multimodal Division

VACANT
Prescott National Forest
U. S. Forest Service

*Election of officers to be held annually in November



2023 Ecosystem Connectivity and Mitigation Advisory Committee (EMAC)

Agency Members:

Chair - Tammy DeWitt, City of Prescott
Vice-chair – Elizabeth Johnston, Arizona Game and Fish
Member – Chuck Budinger, ADOT Northwest District
Member – Francisco Anaya, Prescott National Forest

Private Citizen Members:

J. D. Greenberg
Deb Pastor
VACANT

CENTRAL YAVAPAI METROPOLITAN PLANNING ORGANIZATION (CYMPO)

Operational Procedures and Bylaws/Agreements, Forms, Certifications and Assurances

Yavapai County, as the fiduciary agent for CYMPO, sets forth the policies and procedures. CYMPO has established an office policy/procedural manual and updates the manual on a regular basis. The procedures followed are those set forth by Arizona Department of Transportation (ADOT), Federal Highways Administration (FHWA) and Federal Transit Administration (FTA).

CYMPO also works under the Bylaws as amended in 2017. An Intergovernmental Agreement (IGA) between CYMPO and The City of Prescott, Yavapai County and the Towns of Chino Valley, Prescott Valley, and Dewey-Humboldt. There is also an established Intergovernmental Agreement with Yavapai County as well as a Lease Agreement.

CYMPO has an established Procurement Policy that meets all federal requirements, as well as adhering to the Yavapai County Procurement Code. Yavapai County provides Human Resources to CYMPO staff, which provides training in areas such as Drug Free Work Environment, Sexual Harassment and Equal Employment Opportunity policies.

CYMPO has an adopted Title VI Policy, Limited English Proficiency Plan, Coordinated Public Transit/Human Services Transportation Plan (a.k.a. Coordination Plan), Public Involvement Plan, and adheres to ADOT’s Disadvantaged Business Enterprise Policy. CYMPO uses the above referenced documents in order to meet the certifications and assurances contained as part of this document and in the daily operation of the MPO.



SECTION III

FUNDING DESCRIPTION AND BUDGET SUMMARY

The Arizona Department of Transportation (ADOT) is the designated recipient of the Federal Aid Highway funds used for planning and research purposes. As the designated recipient of the planning funds, ADOT has the responsibility and the authority under **2 CFR Part 200** (Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments) to oversee all activities funded under the Federal Aid Program by the sub-recipients of these funds. ADOT's oversight responsibilities include, but are not limited to, overall work plan review, invoice billing review and approval, MTIP certification, air quality reviews, and quality assurance and quality control of traffic data. This section describes the types of funding sources used for planning.

Statewide Planning & Research Funds (SPR)

SPR funds are federal dollars from the State Planning and Research Program administered by ADOT. A 20% match is required and must be provided by CYMPO.

Surface Transportation Block Grant (STBG)

STBG is a federal-aid highway flexible funding program that funds a broad range of surface transportation capital needs including roads, transit, airport access, vanpool, and bicycle and pedestrian facilities, administrative and operating expenses, as well as planning and construction. The funds require a 5.7% local match, which is provided by CYMPO.

Metropolitan Planning Funds (PL)

PL funds have a required 5.7% match provided by CYMPO. The distribution of PL Funds is accomplished through a formula developed by ADOT in consultation with the MPOs and must be approved by the FHWA.

Consolidated Planning Grant (CPG)

CPG combines the awarded PL and 5305(d) funds into one combined source. These funds combined are subject to a 5.7% match provided by CYMPO.

Carbon Reduction Program (CRP)

CRP funds are designated for projects that reduce transportation emissions, defined as carbon dioxide (CO₂) emissions from on-road highway sources. A 5.7% match is required and must be provided by CYMPO.

Federal Transit Administration (FTA) Funding (Sections 5300s)

FTA funds are designated for transit planning, research activities, and mobility management. The funds require a local match of either 5.7% or 20%, which is typically provided by CYMPO. In those cases, funds such as FTA Section 5305(d) or (e), 5307, and 5310 will be shown in the budget tables.

Unlike 5305(d) funds, 5310 Mobility Management funds are not a work program activity, and cannot be amended through the work program amendment process. In addition, 5310 carry over funds are only allowed from year 1 to year 2. Carry forward is not allowed to occur into a new grant agreement with MPD Transit.



Matching Funds

When at all possible, CYMPO will use in-kind contributions for match. On a monthly basis, the MPO staff tracks the time spent by local governments and stakeholders on MPO activities, research, and meetings. Matching contributions can also be made in the form of facilities and support services provided to CYMPO. The contributions reported are accumulated over a 2-year Work Program period, and used as applicable match for all funding received.

Carry-Forward Balances

Carry-forward funds occur when CYMPO does not expend authorized and/or allocated funds in the current and/or prior fiscal years. Carry-forward funds are combined with the annual Unified Planning Work Program budget for the new fiscal year to determine CYMPO's available fund balance for the upcoming year. At the end of fiscal year 2023, CYMPO anticipates the CPG, SPR, and STBG funds will have carry-forward balances as indicated in the table below.

PL (CPG) Carry-Forward Balance from FY23	\$ 9,932
5305d (CPG) Carry-Forward Balance from FY23	\$ 0
SPR Carry-Forward Balance from FY23	\$ 3,000
STBG Carry-Forward Balance from FY23	\$ 59,495

**The above table reflects estimates for carry forward balances anticipated for July 1, 2023.
Any carry-forward funds for PL, SPR, or STBG will be re-programmed.*



FY 2024

Table 1: CYMPO Funding by Work Element and Funding Source

Work Element/Task Number	100: Administration	101: LTAP	200: Regional Planning Projects	201: Crash Data Analysis and HSIP Applications	300: Public Engagement and Education	401: Coordinated Mobility Management	402: Multimodal Planning Activities	501: Environmental	Contributions to Construction Projects	Federal Total	Local Match Total	Total Costs
									SR89 Pavement Preservation - HURF Exchange			
FTA	5307 Federal						\$ 350,000			\$ 350,000		\$ 350,000
	5307 Match						\$ 87,500				\$ 87,500	\$ 87,500
	5310 Federal					\$ 90,000				\$ 90,000		\$ 90,000
	5310 Match					\$ 22,500					\$ 22,500	\$ 22,500
CPG	5305d Federal	\$ 92,994								\$ 92,994		\$ 92,994
	5305d Match	\$ 5,621									\$ 5,621	\$ 5,621
	PL Federal	\$ 153,540								\$ 153,540		\$ 153,540
	PL Match	\$ 9,281									\$ 9,281	\$ 9,281
FHWA	PL SATO Federal						\$ 3,937			\$ 3,937		\$ 3,937
	PL SATO Match										\$ -	\$ -
	SPR Federal	\$ 74,809								\$ 74,809		\$ 74,809
	SPR Match	\$ 18,702									\$ 18,702	\$ 18,702
	STBG Federal	\$ 158,854	\$ 5,000	\$ 725,000	\$ 25,000	\$ 46,000			\$ 206,000	\$ 1,165,854		\$ 1,165,854
	STBG Match	\$ 9,602		\$ 43,823	\$ 1,511	\$ 2,780					\$ 57,717	\$ 57,717
	CRP Federal							\$ 188,063		\$ 188,063		\$ 188,063
	CRP Match							\$ 11,368			\$ 11,368	\$ 11,368
Total Programmed	\$ 523,403	\$ 5,000	\$ 768,823	\$ 26,511	\$ 48,780	\$ 112,500	\$ 441,437	\$ 199,431	\$ 206,000	\$ 2,119,197	\$ 212,688	\$ 2,331,885

	2020 Census Population	Percentage of Total Population	Local Match Requirement Dollars
Yavapai County	33,224	23.20%	\$ 49,352.23
City of Prescott	45,827	32.01%	\$ 68,073.22
Town of Prescott Valley	46,785	32.68%	\$ 69,496.27
Town of Chino Valley	13,020	9.09%	\$ 19,340.42
Town of Dewey-Humboldt	4,326	3.02%	\$ 6,426.01
Total	143,182	100%	\$ 212,688



FY 2025											
Table 2: CYMPO Funding by Work Element and Funding Source											
	Work Element/Task Number	100: Administration	101: LTAP	200: Regional Planning Projects	300: Public Engagement and Education	401: Coordinated Mobility Management	402: Multimodal Planning	500: Environmental	Federal Total	Local Match Total	Total Costs
FTA	5310 Federal					\$ 90,000			\$ 90,000		\$ 90,000
	5310 Match					\$ 22,500				\$ 22,500	\$ 22,500
CPG	5305d Federal	\$ 92,994							\$ 92,994		\$ 92,994
	5305d Match	\$ 5,621								\$ 5,621	\$ 5,621
	PL Federal	\$ 153,540							\$ 153,540		\$ 153,540
	PL Match	\$ 9,281								\$ 9,281	\$ 9,281
	PL SATO Federal			\$ 3,937					\$ 3,937		\$ 3,937
	PL SATO Match									\$ -	\$ -
FHWA	SPR Federal	\$ 74,809							\$ 74,809		\$ 74,809
	SPR Match	\$ 18,702								\$ 18,702	\$ 18,702
	STBG Federal	\$ 163,854	\$ 5,000	\$ 471,000	\$ 46,000				\$ 685,854		\$ 685,854
	STBG Match	\$ 9,904		\$ 28,470	\$ 2,780					\$ 41,154	\$ 41,154
	CRP Federal							\$ 188,063	\$ 188,063		\$ 188,063
	CRP Match							\$ 11,368		\$ 11,368	\$ 11,368
Total Programmed		\$ 528,705	\$ 5,000	\$ 503,407	\$ 48,780	\$ 112,500		\$ 199,431	\$ 1,289,197	\$ 108,626	\$ 1,397,823

	2020 Census Population	Percentage of Total Population	Local Match Requirement Dollars
Yavapai County	33,224	23.20%	\$ 25,205.64
City of Prescott	45,827	32.01%	\$ 34,767.00
Town of Prescott Valley	46,785	32.68%	\$ 35,493.80
Town of Chino Valley	13,020	9.09%	\$ 9,877.72
Town of Dewey-Humboldt	4,326	3.02%	\$ 3,281.95
Total	143,182	100%	\$ 108,626



SECTION IV

MPO WORK ELEMENTS

Work Element 100 Administration

100 Administration, Management and Program Support

Program Administration includes the tasks necessary to manage and support both the planning staff and the planning process. Activities in this category provide for the overall management of the CYMPO transportation planning program, and ensure compliance with applicable federal and state requirements. This section includes organizational management, human resource management, administrative activities, interagency coordination, non-salary related costs, and financial management of the MPO.

FY 2024 - 2025 Proposed Activities

- Prepare and manage the implementation of tasks within the two-year Unified Planning Work Program (UPWP) that describes all anticipated planning activities within the CYMPO planning region for the given fiscal year
- Prepare and review requests for proposals, contracts, monthly progress reports and invoices, maintain membership lists and meeting schedules, prepare meeting agendas, and record meeting minutes
- Coordinate with Yavapai County as CYMPO's fiscal and human resources agent
- Develop and maintain operational procedures and internship program
- Coordinate with CYMPO attorney on review of policies, documents, etc. as required
- Maintain liability insurance coverage for CYMPO
- Promote regional cooperation and collaboration by providing ongoing communication with the public and other entities on MPO activities
- Participate in regional projects and planning activities
- Evaluate regional transportation planning processes within and surrounding the region
- Evaluates grant opportunities and coordinates with member agencies regarding grant specifications and submissions
- Prepare and continually maintain a fiscally constrained five-year Metropolitan Transportation Improvement Program (MTIP) in coordination with the public, Ecosystem Connectivity and Mitigation Advisory Committee (EMAC), Technical Advisory Committee (TAC), and Executive Board
- Undertake general administrative activities and reporting (as required by ADOT, FHWA, FTA)
- Maintain reporting and implementation of ADOT's performance measures, as required, in all projects, including transit, where applicable
 - This includes ADOT Transit Asset Management (TAM) measures for 5310 and 5311 agencies, as well as 5307 TAM measures and Public Transportation Agency Safety Plans (PTASP) Measures developed by Town of Prescott Valley
- Update, adopt, and implement as required:
 - FY24 and FY25 CYMPO Public Involvement Plan (PIP)
 - FY24 and FY25 Title VI Goals and Accomplishments
 - FY24 and FY25 Limited English Proficiency Plan (LEP)



Activities Involving Travel:

(Public Sector) - CYMPO Staff, Executive Board Members, or TAC members may attend any or all Federal, State, COG/MPO, or Local Government agency hosted meetings, training, conferences, review panels, or technical presentations that relate to transportation or planning activities (e.g., FHWA, FTA, ADOT, COG/MPOs, AASHTO).

(Private Sector) - CYMPO Staff, Executive Board Members, or TAC members may attend any or all National or Local Non-Profit agency hosted meetings, trainings, conferences, review panels, or technical presentations that relate to transportation or planning activities (e.g., AzTA, RTAC, ACEC, AMPO, NARC, APA, ITE).

FY 2022 – FY 2023 Accomplishments

- Developed, maintained, and implemented the FY 2022-2023 UPWP
- Adopted and maintained the FY 2022-2026 MTIP
- Participated in regional projects and planning activities
- Adopted and implemented a new CYMPO Title VI Plan, and submitted Title VI goals and accomplishments to ADOT

Operating Costs

Where possible, all expenses are charged to specific program categories that benefit from the expenditures. Expenses that are attributed to general costs associated with operating the office that cannot be tied to a specific work task detailed in this document will be charged to Administration/Operating. Such expenses include those related to:

- Staff training and capacity building expenses (travel, registrations, etc.)
- General program administration and management
- Staff travel expenses
- Purchase of office support equipment, supplies, and postage
- Dues for professional organization membership

Capital Expenditures

None anticipated

Local Match Sources

Local match is collected via in-kind or cash contributions. Contributors include Yavapai County, City of Prescott, Towns of Prescott Valley, Dewey-Humboldt and Chino Valley, and eligible project stakeholders.

101 Local Technical Assistance Program (LTAP)

One of the core functions of the LTAP program is to provide on-demand technical training for the local communities. Arizona LTAP does not schedule classes on a regular or cyclical basis. On-demand training is scheduled when specifically requested by contributing member agencies.

FY 2024 – FY 2025 Proposed Activities

- LTAP Training opportunities will be made available to member agencies

FY 2022 – FY 2023 Accomplishments

- LTAP Training opportunities will be made available to member agencies



102 Capital Expenditures

There are no anticipated Capital Expenditures for FY24 and FY25 in excess of \$5,000.

Local Match Sources

Local match is collected via in-kind or cash contributions. Local match is collected via in-kind or cash contributions. Contributors include Yavapai County, City of Prescott, Towns of Prescott Valley, Dewey-Humboldt and Chino Valley, and eligible project stakeholders.

Work Element: 200 Regional Planning Projects

In April of 2020, the CYMPO Executive Board adopted the 2045 Regional Transportation Plan (RTP), which has added an element of policy and recommended investment choice to the traffic modeling. The 2045 CYMPO RTP Update identified 60 projects including 25 Modernization projects and 35 Expansion projects, which are continuously referred to by CYMPO staff and partners as funding becomes available for the implementation of prioritized projects.

FY 2024 – FY 2025 Proposed Activities

- Initiate and/or contribute to planning and construction projects approved for the Rural Transportation Advocacy Council (RTAC) one-time funding for Greater Arizona
- Initiate additional planning and technical evaluation projects based on the 2045 list of projects
- Initiate 2050 Regional Transportation Plan (RTP)
- Complete Sundog Connector Design Concept Report (DCR) & Environmental Overview
- Complete State Route 69 Urbanized Corridor Master Plan
- Initiate SR89A Design Concept Report
- Initiate SR89 Master Corridor Plan
- Utilize updated traffic modeling and recommendations from the 2045 RTP to collaboratively develop short, mid, and long-range planning priorities for the CYMPO region and incorporate those priorities into the CYMPO planning processes
- Continue to work with member agencies to ensure Highway Performance Monitoring Systems (HPMS) data is provided to ADOT on a regular basis

FY 2022 – FY 2023 Accomplishments

- Considered and selected various project recommendations identified in the 2045 Regional Transportation Plan (RTP)
- Completed project assessments to identify potential FHWA and FTA funding opportunities for priority projects
- Completed SR89/ SR89A Eastbound On-Ramp Alternative Selection Report
- Completed Regional Adaptive Control Technology (ASCT) Assessment of Need, Benefit, and Implementation Plan
- Completed the Crash Data Analysis & Highway Safety Improvement Program (HSIP) Applications project
- Worked with member agencies to ensure Highway Performance Monitoring Systems (HPMS) data is provided to ADOT on a regular basis.
- Sundog Connector Design Concept Report & Environmental Overview (DCR & EO) project
- State Route 69 Urbanized Corridor Master Plan



Capital Expenditures

None anticipated

Local Match Sources

Local match is collected via in-kind or cash contributions. Contributors include Yavapai County, City of Prescott, Towns of Prescott Valley, Dewey-Humboldt and Chino Valley, and eligible project stakeholders.

201 Crash Data Analysis and Highway Safety Improvement Program (HSIP) Applications

FY 2024 Proposed Activities

- Solicit consulting services to perform a crash data analysis of the region and to prepare HSIP applications on behalf of the region
- Assist member agencies with the ADOT HSIP Call for Projects and application process

FY 2022 – FY 2023 Accomplishments

- Assisted member agencies with successful ADOT HSIP applications

Capital Expenditures

None anticipated

Local Match Sources

Local match is collected via in-kind or cash contributions. Contributors include Yavapai County, City of Prescott, Towns of Prescott Valley, Dewey-Humboldt and Chino Valley, and eligible project stakeholders.

Work Element: 300 Public Engagement and Education

301 Safety Campaign

Since 2016, CYMPO has partnered with Sparklight to partake in a Safe Driving Education Campaign.

FY 2024 - 2025 Proposed Activities

- Continue the distracted, aggressive, speeding, and impaired driving public service announcements through a targeted campaign utilizing web based and television methods
- Continue to develop and collect information for the D3 Don't Drive Distracted webpage
- Develop partnerships with shared vision of safe driving

FY 2022 – FY 2023 Accomplishments

- Produced six (6) anti-distracted driving commercials each year
- Developed D3 Don't Drive Distracted website to provide information and resources regarding the dangers of driving aggressively or distracted

Capital Expenditures

None anticipated

Local Match Sources

Local match is collected via in-kind or cash contributions. Contributors include Yavapai County, City of Prescott, Towns of Prescott Valley, Dewey-Humboldt and Chino Valley, and eligible project stakeholders.



Work Element: 400 Transit and Multimodal Activities

401 Coordinated Mobility Management

The objective of coordinated mobility management is to develop and provide program and/or project support for mobility planning efforts, including the development of a Coordinated Public Transit/Human Services Transportation Plan.

Through working with the established Local Coordination Committee (LCC), CYMPO will provide continued support to address enhanced coordination and topics of mutual interest to local human services providers. This Committee includes the region's transportation providers, human services agency administrators, interested citizens, and CYMPO staff.

CYMPO, ADOT and the providers of public transportation will cooperatively work together in developing and sharing information related to data, performance targets, and reporting for the region in accordance to 23 CFR Part 450.314(h).

Beginning in January of 2021, the Town of Prescott Valley accepted CARES Act 5307 funding to develop and implement a phased micro transit/demand-response transit program. CYMPO will provide support to the Town in areas such as planning, regional coordination, and networking across transit stakeholders as needed or beneficial to the Town of Prescott Valley system.

FY 2024 - 2025 Proposed Activities

- Monitor federal, state, and local legislation and policy activities
- Provide ongoing staff and technical support to the Local Coordination Committee members
- Coordinate training/workshops for transit and human services agency staff
- Act as the regional mobility planning liaison for ADOT, assisting with outreach, coordination, technical and eGrants software support, and application review through the grantmaking cycle
- Provide general technical assistance to public and private transportation programs
- Collaborate with FTA and ADOT regarding funding and eligibility requirements for grant and financial management
- Develop a Coordinated Public Transit – Human Services Transportation Plan Request for Proposals (RFP) to achieve a 3-year plan related to transportation services and coordination opportunities with existing for profit and non-profit providers. This document also serves as CYMPO's required Coordinated Human Services and Public Transit Plan under the state and federal requirements. CYMPO will continue to utilize the Coordinated Public Transit – Human Services Transportation Plan to implement coordination and mobility management projects as identified across relevant mobility planning guidance via ADOT or the existing Coordinated Mobility Plan
- Assist human service organizations in making more efficient use of capital and operating resources for specialized transportation
- Provide a continuous, cooperative, and comprehensive transportation planning process throughout the CYMPO region

FY 2022 – FY2023 Accomplishments

- Facilitated the Local Coordination Committee activities including, but not limited to, areas such as information and referral, dispatch/scheduling software, and training opportunities



Capital Expenditures

None anticipated

Local Match Sources

Local match is collected via in-kind or cash contributions. Contributors include Yavapai County, City of Prescott, Towns of Prescott Valley, Dewey-Humboldt and Chino Valley, and eligible project stakeholders.

402 Multimodal Planning Activities

The CYMPO planning area has a unique environment of rural and small urban communities. As the region’s MPO, CYMPO receives federal funds for the purpose of conducting planning activities that will contribute to improving the methods and coordination of services to create a cohesive multimodal transportation system.

In fiscal year 2023, CYMPO was awarded two additional grants for Section 5305e Transit Planning funds, for the purpose of conducting a Transit Marketing Plan and an Active Transportation Plan. The Transit Marketing Plan will evaluate the existing transit services, as well as plan for future services, and develop a strategy for presenting cohesive marketing information accessible to the public. The Active Transportation Plan will evaluate and identify opportunities for creating comprehensive connectivity throughout the region using multimodal forms of transportation, with a focus on bicycle and pedestrian transportation and regional transit connections, among other forms of active transportation.

FY 2024 – 2025 Proposed Activities

- Conduct an Active Transportation Plan, branded as the “ACT-UP” – Active Community Transportation – Unified Plan.
- Evaluate opportunities to assist the region in its progression of developing an extensive transit system and improving multimodal forms of transportation

FY 2022 – FY2023 Accomplishments

- Initiated a Transit Marketing Plan
- Initiated an Alternative Transportation Plan, to be known as the “ACT-UP”
- Pursued additional opportunities to assist the region in its progression of developing an extensive transit system and improving multimodal forms of transportation

Capital Expenditures

None anticipated

Local Match Sources

Local match is collected via in-kind or cash contributions. Contributors include Yavapai County, City of Prescott, Towns of Prescott Valley, Dewey-Humboldt and Chino Valley, and eligible project stakeholders.

403 Regional Public Transit Coordination and Development

On March 27, 2020 the CARES Act (Coronavirus Aid, Relief, and Economic Security) was signed into effect, which designated **\$3,592,646** in emergency relief funding to the Prescott / Prescott Valley urbanized area. In January 2021, the Town of Prescott Valley Council voted unanimously to pursue the CARES Act funding with the intent to initiate a Micro Transit system.



In fiscal year 2023, the Town of Prescott Valley launched a phased microtransit public transit service, entitled YavaLine Regional Transit System, aka “The Yav”.

Yavaline Anticipated Timeline (subject to change):

Phase 1 (FY2022): The contracted operator will provide a subsidized Microtransit service on weekdays and a ride hailing subsidy will be available during peak travel times on weekdays for seniors, people with disabilities, and those traveling to and from work. Ride hailing will be available all day on Saturdays. This phase will only be available in an established Prescott Valley service area.

Phase 2 (FY2023): Yavaline plans to expand services into the greater urbanized region into the City of Prescott service area. Microtransit and ride hailing will be available as described in Phase 1. A Joint Powers Organization (JPO) and/or Intergovernmental Public Transit Authority (IPTA) is intended to share authority of the transportation program.

Phase 3 (FY2024): Yavaline will continue to operate as described in Year 1 and Year 2. This year will focus on monitoring and managing the existing service for analysis of future operations.

Phase 4 (FY2025): Yavaline will continue as in Year 3 and will expand Microtransit services to Saturday in all service areas.

In addition to the phased Microtransit system, the Town of Prescott Valley will be conducting the following planning activities in fiscal year 2023:

- Micro Transit Demand Analysis (General Development/Comprehensive Planning)
- Long-term Transit Planning (Expansion Planning) – System Level
- Safety and security in Transportation Planning (PTASP & TAM)
- Civil Rights policy development to include Title IV, DBE and ADA.

FY 2024 – 2025 Proposed Activities

- Continue to develop the local transit conversation, acknowledging that at the state legislative level a bill was passed into law allowing regions of 200,000 total residents or more to legally form an Intergovernmental Public Transportation Authority (IPTA), which could dramatically alter the dynamics on coordination of public transportation services in the region going forward, and provide opportunities for significant development of the local public transportation network.
- Establish a Transit Development Manager position to serve and support the ongoing fiscal requirements of the regional system. This position will be responsible for regional relationship building and the development and management of public-private partnerships in a manner similar to a business development professional working on behalf of a foundation or non-profit. The position will provide oversight to the system’s continuing fiscal picture, working directly with the system to build and sustain the economic fortitude necessary for a thriving regional transit system. Regional transit directly relates to CYMPO’s mission and vision, which serves the greater public through a true multimodal transportation system.

FY 2022 – FY2023 Accomplishments

- Worked directly with Town of Prescott Valley Transit Development Coordinator to support inaugural phase of new Microtransit demand-response system, explore expansion scenarios and future funding strategies, and ongoing framing of the local transit conversation.



- While not directly or solely a CYMPO accomplishment, at the state legislative level a bill was passed into law allowing regions of 200,000 total residents or more to legally form an Intergovernmental Public Transportation Authority (IPTA), which could dramatically alter the conversation on coordination of public transportation services in the region going forward, and provide opportunities for significant development of the local public transportation network.

FY2023 Budget

Regional Public Transit Coordination and Development			
Project	Town of Prescott Valley		Total
	CARES Act (5307)		
	Federal	Local	
Micro Transit Demand Analysis (General Development/Comprehensive Planning)	\$ 2,000	\$ -	\$ 2,000
Long-term Transit Planning (Expansion Planning) – System Level	\$ 75,000	\$ -	\$ 75,000
Safety and security in Transportation Planning (PTASP & TAM)	\$ 121,500	\$ -	\$ 121,500
Town of Prescott Valley (Total)	\$ 198,500	\$ -	\$ 198,500

Local Match Sources

CARES Act (Coronavirus Aid, Relief, and Economic Security) funds are 100% federal, with a 0.00% match rate.

Work Element: 500 Environmental

The Infrastructure Investment and Jobs Act (IIJA) carried forward the planning factors modified in the 2015 FAST ACT. The planning factors include protecting and enhancing the environment, promoting energy conservation, improving the quality of life, and promoting consistency between transportation improvements and State and local planned growth and economic development patterns. CYMPO uses this framework when carrying out its planning activities to ensure consideration for the natural environment.

Arizona Department of Environmental Quality (ADEQ) O-Zone Non-Attainment Boundary Determination

CYMPO continues to monitor the non-attainment boundary process with ADEQ. CYMPO is currently considered in attainment, but only at a level of 0.069 parts per million compared to the established non-attainment level of 0.070 parts per million.

This type of determination could have a significant impact on the region’s projects in the future. Should the air quality levels reach the 0.070 level in the region, CYMPO would be required to take on air quality evaluation and monitoring as part of the transportation planning and development process.

CYMPO Staff will stay involved in monitoring any changes that may result in the requirements for project development moving forward. The implementation of countermeasures in the region to keep CYMPO within the attainment goal are considered.



FY 2024 - 2025 Proposed Activities

- Continue to support bicycle/pedestrian activities by assisting CYMPO members and community agencies with alternative programs
- Work on multimodal activities including implementation of the Transit Implementation Plan (TriP)
- Work closely with the local governments within the MPO and other surrounding areas to support environmental planning
- Work with the Governor of Arizona, ADEQ, ADOT, FHWA, and Local Public Agencies on the Ozone Non-Attainment Boundary and implementation of mitigation measures as may be required or recommended

FY 2022 - 2023 Accomplishments

- Monitored non-attainment level boundary

Capital Expenditures

None anticipated

Local Match Sources

Local match is collected via in-kind or cash contributions. Contributors include Yavapai County, City of Prescott, Towns of Prescott Valley, Dewey-Humboldt and Chino Valley, and eligible project stakeholders.

501 Carbon Reduction Program

Beginning in FY2022, CYMPO will receive Carbon Reduction Program (CRP) funding to fund for projects designed to reduce transportation emissions, defined as carbon dioxide (CO2) emissions from on-road highway sources.

FY 2024 - 2025 Proposed Activities

- Perform an Environmental Needs Assessment
- Identify potential methods for reducing transportation emissions

FY 2022 - 2023 Accomplishments

- Began an Environmental Needs Assessment

Capital Expenditures

None anticipated

Local Match Sources

Local match is collected via in-kind or cash contributions. Contributors include Yavapai County, City of Prescott, Towns of Prescott Valley, Dewey-Humboldt and Chino Valley, and eligible project stakeholders.



Table 3: FY24 Operational Planning Activity Budget

CYMPO									
Fiscal Year 2024 Budget									
Anticipated Revenues									
Fund Source	Budget Amount	FTA		FHWA					
		5310	5307	CPG		SPR	STBG	CRP	
				5305(d)	PL				
FY23 Federal Carry Forward									
FY24 Federal Amount	\$ 1,695,558	\$ 90,000	\$ 350,000	\$ 92,994	\$ 153,540	\$ 125,000	\$ 685,854	\$ 198,170	
PL SATO					\$ 3,937				
Congressionally Directed Spending	\$ 480,000						\$ 480,000		
FY24 Obligation Authority (OA Rate 94.9%)	\$ 2,119,197	\$ 90,000	\$ 350,000	\$ 92,994	\$ 157,477	\$ 74,809	\$ 1,165,854	\$ 188,063	
Local Match	\$ 248,336	\$ 22,500	\$ 87,500	\$ 5,621	\$ 9,281	\$ 18,702	\$ 57,717	\$ 47,016	
Required Match Percentage		20%	120%	5.7%	5.7%	20%	5.7%	20.0%	
Federal Awards Obligated	\$ 1,769,197	\$ 90,000		\$ 92,994	\$ 157,477	\$ 74,809	\$ 1,165,854	\$ 188,063	
TOTAL (Federal & Match)	\$ 1,930,034	\$ 112,500		\$ 98,615	\$ 166,758	\$ 93,511	\$ 1,223,571	\$ 235,079	
Anticipated Expenditures									
Personnel Services	\$ 647,395	\$ 90,000	\$ 150,000	\$ 92,994	\$ 80,738	\$ 74,809	\$ 158,854		
Operating Expenses	\$ 77,802				\$ 72,802		\$ 5,000		
Operating Subtotal	\$ 725,197	\$ 90,000	\$ 150,000	\$ 92,994	\$ 153,540	\$ 74,809	\$ 163,854	\$ -	
Planning Studies									
LTAP Training	\$ 5,000						\$ 5,000		
Regional Safety Campaign	\$ 46,000						\$ 46,000		
Crash Data Analysis and Highway Safety Improvement Program Applications	\$ 25,000						\$ 25,000		
SR89A Design Concept Report & Environmental Overview	\$ 480,000						\$ 480,000		
2050 Regional Transportation Plan	\$ 105,000						\$ 105,000		
Transit Implementation Plan Update	\$ 200,000		\$ 200,000						
Projects - To be Determined	\$ 327,000				\$ 3,937		\$ 135,000	\$ 188,063	
Plans Subtotal	\$ 1,188,000	\$ -	\$ 200,000	\$ -	\$ 3,937	\$ -	\$ 796,000	\$ 188,063	
Contributions to Construction Projects									
Payback to ADOT for SR89 Pavement Preservation - HURF Exchange (Original Balance \$350,000)	\$ 206,000						\$ 206,000		
Construction Projects Subtotal	\$ 206,000						\$ 206,000	\$ -	
TOTAL	\$ 2,119,197	\$ 90,000	\$ 350,000	\$ 92,994	\$ 157,477	\$ 74,809	\$ 1,165,854	\$ 188,063	



Table 4: FY25 Operational Planning Activity Budget

CYMPO								
Fiscal Year 2025 Budget								
Anticipated Revenues								
		FTA	FHWA					
Fund Source	Budget Amount	5310	CPG		SPR	STBG	CRP	
			5305(d)	PL				
FY24 Federal Carry Forward								
FY25 Federal Amount	\$ 1,345,558	\$ 90,000	\$ 92,994	\$ 153,540	\$ 125,000	\$ 685,854	\$ 198,170	
PL SATO				\$ 3,937				
FY25 Obligation Authority (OA Rate 94.9%)	\$ 1,289,197	\$ 90,000	\$ 92,994	\$ 157,477	\$ 74,809	\$ 685,854	\$ 188,063	
Local Match	\$ 144,275	\$ 22,500	\$ 5,621	\$ 9,281	\$ 18,702	\$ 41,155	\$ 47,016	
Required Match Percentage		20%	5.7%	5.7%	20%	5.7%	20.0%	
Federal Awards Obligated	\$ 1,289,197	\$ 90,000	\$ 92,994	\$ 157,477	\$ 74,809	\$ 685,854	\$ 188,063	
TOTAL (Federal & Match)	\$ 1,433,472	\$ 112,500	\$ 98,615	\$ 166,758	\$ 93,511	\$ 727,009	\$ 235,079	
Anticipated Expenditures								
Personnel Services	\$ 505,197	\$ 90,000	\$ 92,994	\$ 153,540	\$ 4,809	\$ 163,854		
Operating Expenses	\$ 75,000				\$ 70,000	\$ 5,000		
Operating Subtotal	\$ 580,197	\$ 90,000	\$ 92,994	\$ 153,540	\$ 74,809	\$ 168,854	\$ -	
Planning Studies								
LTAP Training	\$ 5,000					\$ 5,000		
Regional Safety Campaign	\$ 46,000					\$ 46,000		
2050 Regional Transportation Plan	\$ 58,000					\$ 58,000		
SR89 Corridor Master Plan	\$ 300,000					\$ 300,000		
Project - To be Determined	\$ 300,000			\$ 3,937		\$ 108,000	\$ 188,063	
Plans Subtotal	\$ 709,000	\$ -	\$ -	\$ 3,937	\$ -	\$ 517,000	\$ 188,063	
TOTAL	\$ 1,289,197	\$ 90,000	\$ 92,994	\$ 157,477	\$ 74,809	\$ 685,854	\$ 188,063	



SECTION V
PUBLIC COMMENT

No comments have been received for the FY2024-2025 Unified Planning Work Program.

