



MEETING MINUTES

**Executive Board
Regular Meeting
Wednesday, May 17, 2023
3:00 PM**

**Hybrid (In-Person and Virtual)
Town of Dewey-Humboldt
Council Chambers
2735 S State Route 69
Dewey-Humboldt, Arizona**

***The virtual option for this meeting will be held via Zoom Webinar:
Members of the Public may register to join the webinar as an “attendee” clicking [here](#),
or by calling: 1-602-753-0140 , Meeting ID: 865 6816 8298, Passcode: 179564***

CYMPO Executive Board

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

1. CALL TO ORDER AND ROLL CALL

Member Armstrong was absent. Member Knight attended virtually. Secretary Treasurer Goode joined virtually at 3:06pm. All other members were present in-person.

Meeting Guidelines:

A reminder to those attending the meeting telephonically, please keep your phone on mute until it is your turn to speak.

Members of the public desiring to address the Committee are subject to the following: The decision to allow a member or members of the public to speak is left to the discretion of the Chair, a person may only speak if called upon by the Chair; speaking is limited to 3 minutes; the chair may limit the number of speakers; a speaker shall not be disruptive nor shall the speaker be disrespectful towards the Chair, the Committee or others; and, except during the call to the public, a speaker may only address the specific agenda item then being discussed. The Chair may terminate a person’s speaking time for violation of any of the foregoing.

Committee and Audience members shall not engage in disruptive behavior during a meeting, including speaking when it is not his/her time to speak. A person may be ejected from the meeting for violation of this guidance.

2. PLEDGE OF ALLEGIANCE

3. TITLE VI POLICY

*Allison McCarthy, CYMPO Administrative Assistant
(Task #100)*

Title VI: 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*. Please complete a **Request for Public Input** card and submit to CYMPO staff prior to the beginning of the meeting. Speakers are limited to three (3) minutes. *Any members of the public attending virtually wishing to address the board may request to speak or provide a written comment by using the “Raise My Hand” or “Q & A Comments” features available through the webinar. Board members shall not discuss or take action on matters raised during the call to the public. The Board may direct staff to study the matter or direct that matter be rescheduled for consideration at a later date.*

No comments were made.

5. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE MARCH 15, 2023 EXECUTIVE BOARD REGULAR MEETING MINUTES

MOTION

Chairman Brown motioned to approve the March 15th CYMPO Executive Board meeting minutes. Vice-Chair Hughes seconded the motion.

VOTE

The vote on the motion was unanimous.

6. EXECUTIVE DIRECTOR’S UPDATE

Vincent Gallegos, CYMPO Executive Director

Mr. Gallegos announced that the Rural Transportation Summit will take place October 18th – 20th in Yuma. Also announced Press Release from CYMPO that will be issued tomorrow. Mr. Gallegos read the Press Release (see attached). Mr. Gallegos thanked the City of Prescott for the third Press Release providing a retraction for clarification.

Secretary Treasurer Goode apologized for the necessity of the three separate Press Releases. Member Palguta noted the importance for providing facts in a clear and concise manner for the benefit of citizens.

7. REVIEW AND DISCUSSION OF CYMPO LEGISLATIVE PROJECTS AND RTAC UPDATE

Vincent Gallegos, Executive Director

Kevin Adam, RTAC

(Task #200)

Mr. Gallegos explained that CYMPO submitted two projects as part of the RTAC pursuit of legislative funding: 1) Glassford Hill Road widening from SR89A to Long Look Drive, 2) SR89 widening between Roads 3 North and 5 North with a roundabout at Road 5 North. Explained that the SR89 bill was not successful, but that the Glassford Hill Road project was awarded \$9.9 million. Acknowledged the work it took to pursue the funds and noted success with support of RTAC, Representative Nguyen, Representative Bliss, and Senator Bennett.

Chairman Brown acknowledged CYMPO’s work in pursuing the state legislative funding.

Mr. Adam noted that the state budget was signed into law over the weekend. Explained the enacted budget contains over \$17.8 billion, \$2 billion of which was one-time surplus funding for the state. Explained that the Governor and legislative leaders agreed on a basic structure in order to obtain enough votes for the budget to pass through House and Senate. Each of the members were given the promise of an allocation of funding to use at their discretion with a “yes” vote for the budget. Explained that \$653.5 million was directed to various transportation initiatives throughout the state. Noted that in addition to the \$9.9 million that was allocated for Glassford Hill Road, \$6.5 million was added to the SR69/SR169 roundabout project, \$178,000 added to the SR69 Pavement Preservation project through the Town of Prescott Valley. Also noted deduction of \$2.4 million for the SR89/SR89A On-Ramps project.

Vice-Chair Hughes requested clarification that each legislative member received \$20 million to allocate at their discretion. Mr. Adam responded that the Senate members received \$30 million and House members received \$20 million.

Mr. Gallegos explained there was a \$2.4 million reduction to the SR89/89A On-Ramps project. Explained that when the bill was passed last year, the wording stated that \$3 million would be allocated for design. Noted that design will not cost that much, and the wording of the bill should have read “design and construction”.

Chairman Brown inquired how funding was able to be allocated to the Prescott Rodeo Grounds. Mr. Adam explained that legislators were given tremendous discretion.

Member Palguta inquired if Secretary/Treasurer Goode was contacted beforehand regarding the allocation of \$15 million that was apportioned to the Prescott Rodeo Grounds. Also noted that CYMPO’s request was collectively to allocate \$15 million to improvements on SR89. Chairman Brown added that no request was made to CYMPO or Yavapai County for the allocation of these funds.

Secretary/Treasurer Goode explained that he was not informed that the state representatives had been approached by the Prescott Frontier Days for this funding. Noted questions for how funding will be handled.

Chairman Brown noted that he has spoken with the Mayor and Town Manager of Chino Valley, and learned that neither were notified.

Member Palguta requested clarification that a local representative made the decision to use their allocated funding to prioritize the Prescott Rodeo Grounds over the SR89 improvements. Mr. Adam responded that the region was given strong assurances that SR89 would be prioritized, but it is unclear how each legislator used their allocations.

Member Palguta noted that ultimately the state representatives make decisions on behalf of the local municipalities. Explained desire to be notified of changes in opportunities that affect the local agencies.

Mr. Gallegos explained that CYMPO intends to bring recommendations for the next year’s pursuit of state legislative funding for the Executive Board’s consideration at the June meeting. Noted that for an effective Rural Transportation Summit, CYMPO needs to prepare a list of priority projects now. Noted that the RTAC Advisory Committee is making a recommendation to increase total request of state legislative funding, which would result in \$33 million being designated to CYMPO. Chairman Brown expressed appreciation of Mr. Adam for RTAC efforts.

Member Knight noted that \$12.5 million has been added to the SMART Fund. Explained that the State Transportation Board has awarded 6 applications, and funds remain available for award.

8. TRANSIT AND MOBILITY UPDATE

Bryn Stotler, CYMPO Planner

Pedro Rodriguez, Town of Prescott Valley

(Task #402)

Ms. Stotler introduced Pedro Rodriguez, the Town of Prescott Valley’s Transit Development Coordinator. Mr. Rodriguez provided an update of Yavaline ridership data. Noted partnerships with SRF, Spare, New Horizons, and Via. Chairman Brown inquired if New Horizons brings riders from the City of Prescott into the Town of Prescott Valley. Mr. Rodriguez confirmed yes. Mr. Rodriguez explained that Yavaline is currently fulfilling phase one of the Transit Implementation Plan, and working toward accomplishing the next phase of the Plan.

Vice-Chair Hughes requested clarification about if the \$42 per rider estimate includes fares. Mr. Rodriguez clarified that it does not. Member Palguta inquired about how Yavaline’s cost per ride compares with other transit systems. Mr. Rodriguez noted that the City of Avondale averages \$55 per ride, Chandler averages \$30 per ride, and the City of Goodyear is \$100 per ride.

Member Palguta inquired about the estimated timeline for implementing Phase 2 of the Plan. Mr. Rodriguez explained that will be determined with the help of CYMPO.

Tom Stultz, with Yavapai Regional Transit (YRT), provided an update of the system and explained that YRT is looking into expanding into Paulden.

9. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO APPROVE THE INITIATION OF A ROADWAY SAFETY ANALYSIS (RSA) FOR SR89A

Vincent Gallegos, Executive Director

(Task #100)

Mr. Gallegos explained that CYMPO is currently conducting a Regional Strategic Transportation Safety Plan (RSTSP) with Greenlight Traffic Engineering. Noted that CYMPO has met with citizens in the area of Legend Hills to discuss safety concerns on SR89 between the base of Mingus Mountain and the interchange at SR89/Robert Road in Prescott Valley. Explained there have been 66 crashes and 3 fatalities within that stretch of SR89. Noted that there are several safety issues including narrow shoulders and weed overgrowth. Explained that staff is seeking to perform a Roadway Safety Analysis at the cost of \$35,000 to perform a detailed analysis and recommendations for safety improvements for the corridor.

Chairman Brown inquired why CYMPO is pursuing this project as opposed to ADOT. Mr. Gallegos explained that CYMPO has met with the ADOT District office and acknowledges ADOT’s limited resources. Mr. Gallegos clarified that once the needs are identified, the region can work together toward pursuing appropriate solutions.

MOTION

Vice-Chair Hughes motioned to approve conducting a Roadway Safety Analysis for SR89. Member Palguta seconded the motion.

VOTE

The vote on the motion was unanimous.

10. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO APPROVE THE PROFESSIONAL SERVICES AGREEMENT WITH KITTELSON & ASSOCIATES FOR THE ACTIVE COMMUNITY TRANSPORTATION – UNIFIED PLAN (ACT-UP)

Bryn Stotler, CYMPO Planner

(Task #402)

Ms. Stotler explained that three qualified consultants submitted proposals for the Active Community Transportation – Unified Plan (ACT-UP). Explained Kittelson & Associates received the highest score, followed by CivTech, then Stanley Consultants.

VOTE

Vice-Chair Hughes motioned to approve the Professional Services Agreement with Kittelson & Associates for the Active Community Transportation – Unified Plan (ACT-UP). Member Palguta seconded the motion.

MOTION

The vote on the motion was unanimous.

11. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO APPROVE THE FY2024 – 2025 UNIFIED PLANNING WORK PROGRAM (UPWP) AND THE GRANT AGREEMENT WITH THE STATE OF ARIZONA

Vincent Gallegos, Executive Director

Allison McCarthy, Administrative Assistant

(Task #100)

Mr. Gallegos explained CYMPO’s budget for the FY22-23 Unified Planning Work Program (UPWP) was \$3.3 million, and noted that CYMPO has leveraged that \$3.3 million into \$25.2 million for the region.

Mr. Gallegos presented the budget for fiscal years 2024 and 2025. Noted that CYMPO staff works to continuously leverage funds and reduce match responsibility for the local municipalities.

Mr. Gallegos explained that staff is requesting two additional staff members: 1) Grants Administrator, 2) Transit Development Manager. Explained the purpose of the Transit Development Manager will be to support the development of partnerships and match funding associated with that.

Vice-Chair Hughes expressed kudos for the CYMPO staff. Member Palguta noted value of investment in CYMPO.

VOTE

Vice-Chair Hughes motioned to approve the FY24-25 Unified Planning Work Program. Chairman Brown seconded the motion.

MOTION

The vote on the motion was unanimous.

Secretary/Treasurer Goode and Member Palguta left the meeting.

12. ADOT NORTHWEST DISTRICT REPORT

Anthony Brozich, Administrator

Mr. Roth, Assistant District Engineer, provided updates from the Northwest District office.

See Attachment A

Member Hughes noted concern for quality control on the SR69 Pavement Preservation project. Chairman Brown requested information on the process for dedicating a stretch of highway to someone.

13. STATE TRANSPORTATION BOARD REPORT

Gary Knight, ADOT District 6 Representative

Member Knight noted the next State Transportation Board meeting will be held on Friday in Gilbert and will include the following projects in Yavapai County: 1) Approval of budget increase of \$500,000 for the Prescott Lakes Parkway to Frontier Village road widening project, 2) Establish a new project for US 93 Pavement Rehabilitation, 3) Establish new project for SR69 Prescott Valley traffic signal communication upgrades for a cost of \$120,000, 4) Establish new project to modify traffic signals on SR69 at Stoneridge Drive for a cost of \$150,000. Also noted the public hearing for the ADOT Five-Year Plan.

14. ADJOURNMENT 4:45PM

Upcoming Meetings:

May 19, 2023: State Transportation Board Meeting 9:00am (Gilbert)

May 22, 2023: EMAC Meeting 10:00am

June 6, 2023: Technical Advisory Committee Meeting 1:00pm

June 21, 2023: Executive Board Meeting 3:00pm (Chino Valley)

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@yavapaiaz.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@yavapaiaz.gov 72 horas antes de la reunión para solicitar adaptaciones razonables.



CYMPO

Central Yavapai Metropolitan Planning Organization

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Contact: CYMPO
Office: (928) 442-5730
Contact@CYMPO.org
FOR IMMEDIATE RELEASE

CYMPO Releases Statement Regarding City of Prescott Press Releases related to Sundog Connector Project

Prescott, AZ (May 18, 2023) – On Friday, May 12th, the City of Prescott issued three (3) press releases regarding the cancellation of the May 9th City of Prescott Study Session regarding the Sundog Connector and related Development Agreements that was originally requested by two Councilmembers and was later cancelled.

CYMPO acknowledges the third press release titled, “**Retraction for Clarification**” and acknowledges the subject release retracts prior statements, both stated and implied, made in the prior two press releases, to the benefit of all interested or engaged in the project. CYMPO works directly with the City of Prescott to promote and maintain a regional coordinated transportation system for the safe and efficient movement of people, goods, and services in Central Yavapai County.

For additional information, please contact Vincent Gallegos, CYMPO Executive Director.

Attachment A

CYMPO Executive Board May 17, 2023 ADOT Northwest District Update

Information

1. Pavement repairs projects (\$50.5m Statewide) being performed under Procurement contracts thru the Maintenance Units.

Projects in Construction / Maintenance

1. F0429 I-17 Anthem Way to McGuireville Rest Area (Broadband)
 - a. Awarded 10/15/21: Kiewit Infrastructure West Co.
 - b. Punch list items remaining
2. F0451 SR 69 Truwood Dr to Stoneridge Dr
 - a. 3" Mill and Replace
 - b. ADA ramp work on-going
 - c. Mill & pave starts night of 05/07
3. F0407 SR 69 Big Bug 4 to Poland Jct (Mayer:Onyx Dr to D-H: Main St)
 - a. Awarded 03/18/22: AP&S
 - b. Completed spot repairs
 - c. Project in winter shutdown (AR-ACFC)
4. F0409 SR 89A Glassford Hill Rd to Coyote Springs Rd
 - a. Awarded 04/15/22: AP&S
 - b. AR-ACFC replacement
 - c. Project in winter shutdown (AR-ACFC)
5. F0465 SR 89A: SR 89 to MP322 (GHill Rd)
 - a. Awarded 06/15/22: Paveco, Inc.
 - b. AR-ACFC replacement and spot repair
 - c. Completed spot repairs
 - d. Project in winter shutdown (AR-ACFC)
6. F0258 I-17 Sunset Point Rest Area
 - a. Awarded 05/20/22: Haydon Bldg. Corp.
 - b. 308 calendar days (±Apr 2023)
 - c. Parking lot repaving complete
 - d. Final striping end May
 - e. Restroom tiling on-going
 - f. Fixtures by end of May
 - g. Antic. opening July (pending ADEQ approvals for water and sewer systems)
7. F0294 I-17 at SR 169 TI UP
 - a. Deck Replacement
 - b. Awarded 01/20/2023
 - c. SEMA Construction, Inc. & Subsidiaries (\$2,894,678.63 / Dept. Estimate \$2,938,495.05 / -1.49%)
 - d. WB ½ of bridge deck placement antic. end of May
8. H6800 I-17 Anthem Way to Sunset Pt
 - a. 3rd lane and Flex Lanes
 - b. <http://improvingi17.com/>

Projects in Design

1. H8739 SR 69 Prescott Lakes Pkwy to Frontier Village
 - a. Widening (3rd lanes & raised median)
 - b. Utility Relocations - ongoing
 - c. Antic. Bid Advertise - 4th Qtr FY 23
2. F0512 SR 169 Grant Woods Pkwy to I-17
 - a. Centerline Rumble Strips
 - b. Antic. Bid Advertise - 4th Qtr FY 23
3. F0519 SR 89 MP 339-363 (Paulden to Ash Fork)
 - a. Centerline Rumble Strips
 - b. Antic. Bid Advertise - 4th Qtr FY 23
4. F0288 SR 69 at SR 169 Roundabout
 - a. Antic. Bid Advertise - 2nd Qtr FY 24
5. F0565 SR 89 at Little Ranch Rd
 - a. Stage II (30%) submittal review
 - b. Antic. Bid Advertise: 4th Qtr FY 24