



MEETING MINUTES

**Executive Board
Regular Meeting
Wednesday, November 15, 2023
3:30 PM**

**In-Person
City of Prescott
City Council Chambers
201 N Montezuma St
Prescott, AZ**

Members of the Public may attend this meeting in person. Please note there will be no virtual public engagement option for this meeting. A recording will be available on the [CYMPO YouTube channel](#) following the meeting.

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

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

*Desi Zurcher, CYMPO Program Coordinator
(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.*

Public comments were taken with Item #13.

5. **CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE SEPTEMBER 20, 2023 EXECUTIVE BOARD REGULAR MEETING MINUTES AND THE OCTOBER 2, 2023 EXECUTIVE BOARD STUDY SESSION MINUTES**

MOTION

Member Armstrong motioned to adopt the September 20, 2023 Executive Board regular meeting minutes and the October 2, 2023 Executive Board study session 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 provided an update to the Executive Board on the Rural Transportation Summit held in Yuma October 18-19, 2023. CYMPO staff and several members of the TAC and Executive Board attended the conference. He noted that CYMPO will be hosting the Rural Transportation Summit in October 2024 in Prescott, and Mr. Gallegos requested feedback on the program for 2024. He discussed that the Summit is an opportunity for greater Arizona, outside of Maricopa and Pima counties, to come together to discuss the transportation needs of rural Arizona. He reminded the board that RTAC is making a \$400M request to the State Legislature to fund transportation needs in rural Arizona, and the State Route 89 improvement is the top project for the CYMPO region.

7. **RURAL TRANSPORTATION ADVOCACY COUNCIL (RTAC) UPDATE**

Vincent Gallegos, Executive Director

Kevin Adam, RTAC

(Task #200)

** This item was taken as #12 **

Kevin Adam provided an update on the Rural Transportation Advocacy Council (RTAC) efforts, noting that they are ramping up for next legislative session. Mr. Adam shared his appreciation in the participation at the Rural Transportation Summit in October. He said that transportation needs were well represented and shared that the coming legislative session and funding shortfall is creating new challenges. Legislative budget staff is now projecting that there will be \$400M deficit for the coming year and \$450M for the following year. Most of the legislative budget staff projections have been way under. He shared that a balance built up during the COVID years, but now that balance has been spent. He noted that the vehicle license tax and the fuel tax are not meeting funding needs. He said it is still important to put the rural transportation needs bill forward to highlight the unmet

needs of transportation in rural Arizona, and he is hopeful funding will still be appropriated to protect transportation needs from suffering cuts. Mr. Adam also discussed the remaining AZ SMART funds.

Secretary/Treasurer Goode cited years where HURF (Highway Users Revenue Fund) funds were swept and asked about protections. Mr. Adam noted that there are now statutory protections but cautioned that the Legislature can change those protections. He said there is general sentiment to not touch HURF but not solid protection, and if the deficit becomes dire, he warned that anything may be considered to balance the budget.

Mr. Adam noted that the federal government appears to have reached a deal to continue operating. He said the budget for the entire year is not yet in place, but transportation is not a holdup in the budget talks. He said there appears to be bipartisan support to continue funding at federally authorized levels.

8. DISCUSSION AND POSSIBLE ACTION TO APPOINT NEW REPRESENTATIVE AND ALTERNATE TO THE RURAL TRANSPORTATION ADVOCACY COUNCIL (RTAC) – POSITIONS ARE EFFECTIVE JANUARY 1, 2024

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

** This item was taken as #7 **

Chair Brown explained the importance of this representation and function of the Rural Transportation Advocacy Council (RTAC). He noted that many of the priority items from the CYMPO region are advocated for by RTAC to the State. He noted that Vice Chair Hughes is the current CYMPO representative to RTAC, and Member Armstrong is the alternate.

MOTION

Secretary/Treasurer Goode made a motion to appoint Tom Armstrong as the representative to RTAC and John Hughes as the alternate. Chairman Brown seconded the motion.

VOTE

The vote on the motion was unanimous.

9. DISCUSSION AND POSSIBLE ACTION TO HOLD ELECTION OF OFFICERS FOR EXECUTIVE BOARD CHAIRMAN, VICE-CHAIRMAN AND SECRETARY/TREASURER – POSITIONS ARE EFFECTIVE JANUARY 1, 2024

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

MOTION

Vice Chair Hughes made a motion to retain all officers in their current positions: Supervisor Brown as Chair, Mayor Hughes as Vice-Chair, and Mayor Goode as Secretary/Treasurer. Chair Brown seconded the motion.

VOTE

The vote on the motion was unanimous.

10. DISCUSSION AND POSSIBLE ACTION TO APPROVE THE 2024 EXECUTIVE BOARD MEETING SCHEDULE

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

Mr. Gallegos discussed that the Executive Board meetings have been rotated around to each municipality for the past two years. He discussed the benefits and challenges of that system, specifically the technological roadblocks, and recommended that one location be chosen. He noted that the Yavapai County Board of Supervisors Meeting Room in Prescott is the preferred location, due to the Information Technology Services support already provided to CYMPO by the County, however, negotiations are still being conducted to secure the space. Mr. Gallegos suggested that the Executive Board proceed with approving the date and time portion of the new meeting schedule, with the location to be determined. Secretary/Treasurer Goode noted the Prescott Council Chambers would be available in the absence of the YC facilities, until the Chambers are moved to their future location.

MOTION

Vice Chair Hughes made a motion to approve the date and time of the 2024 meeting schedule, with changes to the location. Member Palguta seconded the motion.

VOTE

The vote on the motion was unanimous.

11. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO APPROVE ADVERTISEMENT OF THE 2050 REGIONAL TRANSPORTATION PLAN (RTP)

*Vincent Gallegos, Executive Director
(Task #200)*

Mr. Gallegos discussed the Request for Proposals (RFP) for the 2050 Regional Transportation Plan (RTP) and shared that it has completed legal review. He reiterated that the RTP is built from the local general plans, constituent input, and noted that the local elected officials are the primary authors of the Plan. Approval of the consultant selection will take place in February 2024, with the RTP kickoff taking place in March 2024. He said that the current 2045 RTP is 275 pages and is available on the CYMPO website, and the final 2050 plan will identify priority projects. He noted that the RTP is also used to work with the Legislature for state funding of projects. Public input will be sought during the 18-month planning process for the RTP.

MOTION

Member Armstrong made a motion to approve the advertisement of the Request for Proposals for the 2050 Regional Transportation Plan (RTP), and the motion was seconded by Vice Chair Hughes.

VOTE

The vote on the motion was unanimous.

12. REGIONAL DEVELOPMENT UPDATES

*Michael Lamar, Regional Development Manager
(Task #402)*

Mr. Lamar provided a brief transit update and proposed next steps. He said there is discussion around expanding YavaLine service around Prescott Valley where demand already exists, as well as Yavapai Regional Transit's (YRT) current services to look at expansion of service around Chino Valley. He shared that there are transit opportunities with charter schools and higher education.

Pedro Rodriguez with YavaLine discussed the phased transit plan. He provided some details on ridership, cited that the service is still on demand and does not have a fixed route. He said that the ridership goal was 9,000, but the actual ridership was double that number. The current service area is 12.5 square miles. He discussed statistics on trip purposes and highlighted that use for going to employment was the top use of the service. He noted that \$2.00 per ride is the current fare. He noted that the cost per ride will go down after ridership reaches 30,000 per year. Mr. Lamar shared that local matches are being sought with private and public partners to subsidize the

transit program, and again cited charter schools, higher education, and other service agencies in the area. He anticipates that asks to the local governments will be minimal. Member Goode suggested that employers could help with the local match since they are benefitting by having their employees use the transit service. Member Palguta cited the opportunities by employers and employees for this kind of service to help fill jobs. Mr. Lamar cited that YRT is also doing approximately 18,000 rides per year, and he discussed that a merger between YRT and YavaLine would help achieve the 30,000 ridership mark.

Mr. Lamar provided an update on trails connectivity. He shared that the various municipalities do a good job at trying to create linkages, and added that CYMPO is seeking ways to help further these efforts in order to create a regional trails system. He cited the eco-tourism product, benefit of connecting the regional trail systems.

13. PROJECT UPDATES

*Bryn Stotler, CYMPO Planner
(Task #200)*

Ms. Stotler provided updates on several projects. She discussed the Sundog Connector Design Concept Report and reported on the recent public open house held September 28, 2023 at the Event Spot in Prescott Valley. She shared that 199 attendees signed in at the open house. She said that project consultant AECOM is compiling the public comments received in the draft report and the final draft report is expected in the early part of the first quarter of 2024. She noted that the final draft will include the interim findings for alternatives selection and technical analysis.

Ms. Stotler discussed the State Route 69 Urbanized Master Corridor Plan. She shared that the consultant identified irregularities in traffic counts that were taken during COVID years when travel was impacted in unusual ways, and said that the traffic counts are being redone to account for these irregularities. She said that the first public survey is coming next week.

The Active Transportation Plan (ACT-UP) had its public kickoff on November 7, 2023. The kickoff event was well attended, with about 30 people in attendance, including staff and consultants. She said the consultant team is continuing to work with origin and destination data, looking for opportunities to connect within municipalities and around region, and added that the draft ACT-UP network map is being reviewed by attendees for possible additions. Chairman Brown acknowledged the good attendance and shared what was discussed at the kickoff meeting.

Chairman Brown opened the floor for public comments on the Sundog Connector project. 4 members of the public spoke on the topic. Comments included concerns about the impact of the Sundog Connector with the proposed Glassford Dells Regional Park and the trails in the area. Other comments cited concerns about traffic flowing through the Yavapai Hills subdivision, rather than around it. Other comments included references to traffic impacts on SR69.

14. ADOT NORTHWEST DISTRICT REPORT

Anthony Brozich, ADOT Northwest District Administrator

The updates presented by Mr. Brozich are attached at the end of this record.

15. STATE TRANSPORTATION BOARD REPORT

Gary Knight, ADOT District 6 Representative

Member Knight shared that his update on behalf of the State Transportation Board was previously discussed by Mr. Brozich of ADOT. He reiterated that the bids for the SR69 widening project were rejected.

16. ADJOURNMENT 5:06PM

Upcoming Meetings:

November 17, 2023: 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 Desi.Zurcher@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 Desi.Zurcher@yavapaiaz.gov 72 horas antes de la reunión para solicitar adaptaciones razonables.

**CYMPO Executive Board
November 15, 2023
ADOT Northwest District Update**

Information

1. SR 89 Truck Route Signage
 - a. ADOT approved moving forward with Work Orders for work on ADOT routes
 - b. Yavapai County and City of Prescott reviewing proposed changes on their respective roadways

Projects in Construction / Maintenance

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| <ol style="list-style-type: none">1. F0451 SR 69 Truwood Dr to Stoneridge Dr<ol style="list-style-type: none">a. Project complete2. F0407 SR 69 Big Bug 4 to Poland Jct (Mayer:Onyx Dr to D-H: Main St)<ol style="list-style-type: none">a. Project complete3. F0409 SR 89A Glassford Hill Rd to Coyote Springs Rd<ol style="list-style-type: none">a. Project complete4. F0465 SR 89A: SR 89 to MP322 (GHill Rd)<ol style="list-style-type: none">a. Project complete5. F0258 I-17 Sunset Point Rest Area<ol style="list-style-type: none">a. Project complete | <ol style="list-style-type: none">6. F0294 I-17 at SR 169 TI UP<ol style="list-style-type: none">a. Deck Replacementb. SEMA Construction, Inc. & Subsidiariesc. Paving EB approaches 11/09d. Anticipate all lanes open prior to Thanksgivinge. Anticipate winter shutdown pending: AC pavement rehab and new ACFC work.7. H6800 I-17 Anthem Way to Sunset Pt<ol style="list-style-type: none">a. 3rd lane and Flex Lanesb. http://improvingi17.com/ |
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Projects in Design

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| <ol style="list-style-type: none">1. H8739 SR 69 Prescott Lakes Pkwy to Frontier Village<ol style="list-style-type: none">a. Bid opened 09/15/2023b. ALB: Asphalt Paving & Supply, Inc. (\$9,191,665.90 / Dept. Estimate \$8,250,803.20 / +11.40%)c. All bids rejected 10/20d. Design changes anticipated end Nov 2023e. Anticipate re-advertisement Feb 20242. F0519 SR 89 MP 339 to 363 (Paulden to Ash Fork)<ol style="list-style-type: none">a. Centerline Rumble Stripsb. Bid opening 01/05/20243. F0512 SR 169 Grant Woods Pkwy to I-17<ol style="list-style-type: none">a. Centerline Rumble Stripsb. All bids rejected 08/18c. Evaluating re-advertisement:<ol style="list-style-type: none">i. stand alone or combine with F0519 SR 89 MP 339 to 363 (Paulden to Ash Fork) | <ol style="list-style-type: none">4. F0565 SR 89 at Little Ranch Rd (LTL _ HSIP)<ol style="list-style-type: none">a. Stage III (60%) review completed 10/11/23b. Antic. Bid Advertise: 4th Qtr FY 245. F0596 SR 89 at SR 89A TI On Ramp<ol style="list-style-type: none">a. Stage II (30%) comments deadline 10/27/23b. Anticipate completion of design and shelf ready 4th Qtr FY 246. F0288 SR 69 at SR 169 Roundabout<ol style="list-style-type: none">a. Stage III (60%) Comment Resolution and Field View scheduled for 11/17.b. Antic. Bid Advertise: 2nd Qtr FY 25 |
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FHWA Update - Nov 2023

White House Publishes National Framework for Climate Resilience

On September 28, 2023, the White House [introduced](#) the [National Climate Resilience Framework](#) to help guide and align climate resilience investments and activities by the Federal government and its partners.

The Framework identifies specific actions to accomplish six overarching climate resilience objectives:

1. Embed climate resilience into planning and management.
2. Increase resilience of the built environment to both acute climate shocks and chronic stressors.
3. Mobilize capital, investment, and innovation to advance climate resilience at scale.
4. Equip communities with information and resources needed to assess their climate risks and develop the climate resilience solutions most appropriate for them.
5. Protect and sustainably manage lands and waters to enhance resilience while providing numerous other benefits.
6. Help communities become not only more resilient, but also more safe, healthy, equitable, and economically strong.

USDOT Announces \$82 Million in Awards for Safe Streets and Roads

On October 27, 2023, the U.S. Department of Transportation (USDOT) [announced](#) more than \$82 million in awards from the [Safe Streets and Roads for All \(SS4A\) Grant Program](#). The USDOT awarded grants to 235 regional, local, and Tribal communities for planning and demonstration projects to improve safety and help prevent deaths and serious injuries on the nation's roadways.

FHWA Announces \$40 Million in Available Funding for Connected Vehicle Technologies

On October 26, 2023, the Federal Highway Administration (FHWA) [announced](#) the availability of \$40 million in funding through the [Saving Lives with Connectivity: Accelerating V2X Deployment](#) grant opportunity. The initiative is focused on road safety, mobility, and efficiency through technology that enables vehicles and wireless devices to communicate with each other and with roadside infrastructure and provide warnings. The application deadline is January 17, 2024. More information is available [here](#) and [here](#).

FHWA Accepting Applications for Accelerated Innovation Deployment Grants

On October 24, 2023, FHWA published a [Notice of Funding Opportunity \(NOFO\)](#) to announce that the agency is accepting applications for the [Accelerated Innovation Deployment \(AID\) Demonstration Program](#). AID funds are used to promote the deployment of proven innovations that can deliver road and bridge projects more cost-effectively among State, local, and Tribal governments. The notice of intent deadline is December 12, 2023, and the application deadline is January 23, 2024.

Application Deadlines Approaching for Other USDOT Discretionary Grant Opportunities

Please be aware of the approaching application deadlines for the following discretionary grant opportunities from the USDOT:

- [November 6 – Nationally Significant Federal Lands and Tribal Transportation Projects \(NSFLTP\) Program](#);
- [November 13 – Electric Vehicle Charger Reliability and Accessibility Accelerator Program](#);
- [November 15 – Letters of Interest for Thriving Communities Program](#);

- [November 27 – Bridge Investment Program \(Fiscal Years 2023 and 2024\)](#); and
- [November 28 – Technical Assistance Providers for Thriving Communities Program](#).

USDOT Adopts the DOE’s Categorical Exclusion for Electric Vehicle Charging Stations

On September 20, 2023, the USDOT published a [notice](#) in the Federal Register to adopt the Department of Energy's (DOE's) Electric Vehicle Charging Stations Categorical Exclusion (CE) under the National Environmental Policy Act (NEPA) to use in programs and funding opportunities administered by the USDOT. The notice describes the categories of proposed actions for which the USDOT intends to use the DOE's CEs and describes the consultation between the agencies.

FHWA Resources on Asset Management, Roadway Classification, Reliability, Public Involvement

FHWA recently published the following resources:

- [The Art of Selecting Projects: 2023 Transportation Asset Management Peer Exchange](#);
- [Highway Functional Classification Concepts, Criteria and Procedures, 2023 Edition](#);
- [Linking Transportation Asset Management, Transportation Performance Management, and Performance-Based Planning and Programming](#);
- [Travel Time Reliability Reference Guide](#); and
- [Virtual Public Involvement Documentaries \(Six-Video Playlist\)](#).

NCHRP Research on Transportation Technologies, Safety, and Roadway Design

The National Cooperative Highway Research Program (NCHRP) recently published the following research:

- [Becoming a Tech-Savvy DOT of Tomorrow](#);
- [Impact of New Disruptive Technologies on the Performance of DOTs](#);
- [Pedestrian and Bicycle Safety Performance Functions](#); and
- [Roadway Cross-Section Reallocation: A Guide](#).

NHI Launches Complete Streets Course Series

The National Highway Institute (NHI) recently launched a Complete Streets Course Series, including the following trainings:

- Planning for Complete Streets ([web-conference](#) or [instructor-led](#));
- Designing for Complete Streets ([web-conference](#) or [instructor-led](#)); and
- Planning and Designing Complete Streets ([web-conference](#) or [instructor-led](#)).

Upcoming Webinars on Equity, Freight, and the Bipartisan Infrastructure Law

Here is the registration information for some upcoming webinars in November:

- [November 3 – USDOT Advisory Committee on Transportation Equity](#);
- [November 14 – Talking Freight: Freight and Wildlife Considerations](#);
- [November 15 – Elevating Equity and Safety in Project Prioritization](#); and
- [November 15 – Commemorating the Second Anniversary of the Bipartisan Infrastructure Law](#).

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