



MEETING MINUTES

Executive Board
Regular Meeting

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

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

https://us02web.zoom.us/webinar/register/WN_rcyDn1BaT4-aW6qi0YEU5w,

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

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

CYMPO Executive Board

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

1. CALL TO ORDER AND ROLL CALL

All members present.

2. PLEDGE OF ALLEGIANCE

3. TITLE VI POLICY AND MEETING PROCEDURES

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

CYMPO complies with Title VI of the Civil Rights Act of 1964 and related Nondiscrimination statutes and regulations in all programs and activities. Members of the public may review the CYMPO Title VI Plan, and submit a Self-Identification survey by accessing the CYMPO website.

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

This meeting is available for public viewing on the CYMPO YouTube page.

4. **CALL TO THE PUBLIC:** This item is to provide an opportunity for presentation of comments by the public on subjects ***not on the agenda***. Individuals wishing to address the Board need not request permission in advance and are limited to three (3) minutes.

Instructions for virtual meeting: Those who wish to participate in the CYMPO Executive Board meeting can access the meeting by using the Zoom Webinar link at:

https://us02web.zoom.us/webinar/register/WN_rcyDn1BaT4-aW6qi0YEU5w.

Since this is a virtual conference meeting everyone will be muted when they call into the meeting. Attendees may type comments in the “Q&A” feature or use the “Raise My Hand” feature to request to make a verbal comment.

No comments were received.

5. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE AUGUST 18, 2021 EXECUTIVE BOARD REGULAR MEETING MINUTES

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

MOTION

Vice-Chair Brown motioned to approve the August 18, 2021 regular meeting Minutes of the Executive Board. Chairman Palguta seconded the motion.

VOTE

The vote on the motion was unanimous.

6. CYMPO EXECUTIVE DIRECTOR REPORT

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

Mr. Gallegos noted that the 2022 meeting schedule will be reviewed at the next Executive Board meeting. Also noted that CYMPO staff will be meeting with City of Prescott staff to discuss a potential community meeting regarding the Sundog Connector.

7. MOBILITY MANAGEMENT/ TRANSIT UPDATE

Vincent Gallegos, CYMPO Executive Director

Mr. Gallegos noted that staff is currently working on the candidate selection for the new CYMPO Transit Planner position. Also noted that the Town of Prescott Valley is moving forward with a Request for Proposals for a micro-transit system in Prescott Valley.

8. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO APPROVE THE NEW SERVICE PLANNING INTERGOVERNMENTAL AGREEMENT (IGA) WITH NORTHERN ARIZONA COUNCIL OF GOVERNMENTS (NACOG)

*Vincent Gallegos, CYMPO Executive Director
(Task #400)*

Mr. Gallegos explained that for the last two years, CYMPO and NACOG have participated in a Service Planning IGA that assigned NACOG responsibility of Mobility Management activities for the entire Yavapai County region on behalf of CYMPO with the contribution of CYMPO's 5305(d) Transit Planning funds and 5310 Mobility Management funds. Mr. Gallegos explained that the new agreement will reverse the previous arrangement, reassigning CYMPO the Mobility Management responsibilities for the CYMPO region, and allow CYMPO to retain its 5305(d) funding as well as access to the 5310 funds awarded to NACOG during the last grant cycle.

Vice-Chair Brown motioned to approve the new Service Planning IGA with NACOG pending the review of ADOT and legal counsel. Inquired if there is a rush to approve the agreement prior to these approvals. Mr. Gallegos noted that the only rush would be to allow CYMPO to draw against the 5310 funds as soon as possible. Mr. Gallegos explained that one month of Mobility Management activities will cost approximately \$7,000, and should the board decide to postpone approval for an additional month, these costs would be paid by CYMPO. Vice-Chair Brown retracted the previous motion.

MOTION

Vice-Chair Brown motioned to approve the Service Planning Intergovernmental Agreement (IGA) with Northern Arizona Council of Governments (NACOG). Member Hughes seconded the motion.

VOTE

The vote on the motion was unanimous.

9. RURAL TRANSPORTATION ADVOCACY COUNCIL (RTAC) REPORT

Kevin Adam, RTAC

Mr. Adam explained that the bipartisan infrastructure package is being considered on a federal level. The package would result in approximately \$169 million additional funding to Arizona in year one, and by year five an additional \$250 million above current year's funding level. In addition, the package would result in a massive increase in competitive grant funding available. Noted that a decision is expected in the next two weeks.

10. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO APPROVE RESOLUTION #2021-01 FOR THE RURAL TRANSPORTATION ADVOCACY COUNCIL (RTAC)

Vincent Gallegos, CYMPO Executive Director

(Task #100)

Mr. Gallegos explained that RTAC has drafted a resolution and requested support from Councils of Governments (COGs) and Metropolitan Planning Organizations (MPOs) in Greater Arizona. Staff is seeking the board's approval to adopt a similar resolution on behalf of CYMPO.

Vice-Chair Brown expressed desire to increase the funding request being pursued by RTAC. Mr. Adam explained that it will be beneficial to consult legislative leadership prior to making the decision to pursue additional funding.

MOTION

Member Knight motioned to approve Resolution #2021-01 for the Rural Transportation Advocacy Council (RTAC). Member Armstrong seconded the motion.

VOTE

The vote on the motion was unanimous.

11. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO APPROVE THE RTAC PRIORITY PROJECTS FOR THE CYMPO REGION

Vincent Gallegos, CYMPO Executive Director

Daniel Harmonick, Transportation Planner

(Task #200)

Mr. Gallegos explained that RTAC is pursuing \$50 million to be allocated to Greater Arizona Metropolitan Planning Organizations (MPOs) and Councils of Governments (COGs) across the state for infrastructure improvements. If the full \$50 million is approved, CYMPO would receive approximately \$3.8 million. Mr. Gallegos explained that, with the help of the Technical Advisory Committee (TAC), three projects have been identified for programming using the \$3.8 million that may be provided to CYMPO:

- 1) SR89/SR89A On-Ramps Improvements - \$2,000,000
- 2) Sundog Connector Design - \$1,450,000
- 3) SR69/169 Roundabout (contribution to ADOT project) - \$400,488

MOTION

Member Hughes motioned to approve the RTAC priority projects for the CYMPO region. Secretary/Treasurer Goode seconded the motion.

VOTE

The vote on the motion was unanimous.

12. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO APPROVE POSTING THE DRAFT FY22-26 METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP) FOR PUBLIC COMMENT

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

Mr. Gallegos reviewed the draft FY22-26 MTIP. Noted that in working with ADOT Finance, it has been brought to the attention of CYMPO that the \$350,000 that was originally set to be repaid to ADOT as part of the SR89 Pavement Preservation project in 2018 in fiscal years 2020 and 2022 was not repaid. Therefore, CYMPO has programmed \$144,000 in FY22 and \$206,000 in FY2024 to be repaid to ADOT to satisfy CYMPO’s portion of the agreement.

MOTION

Member Hughes motioned to approve posting the draft FY22-26 Metropolitan Transportation Improvement Program (MTIP) for public comment. Member Armstrong seconded the motion.

VOTE

The vote on the motion was unanimous.

13. REVIEW, DISCUSSION, AND POSSIBLE ACTION TO APPROVE AMENDING THE FY22-23 UNIFIED PLANNING WORK PROGRAM (UPWP)

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

Mr. Gallegos and Ms. McCarthy reviewed proposed modifications to the FY22-23 Unified Planning Work Program.

MOTION

Member Hughes motioned to approve amending the FY22-23 Unified Planning Work Program (UPWP). Member Knight seconded the motion.

VOTE

The vote on the motion was unanimous.

14. ADOT NORTHWEST DISTRICT REPORT

Todd Steinberger, Assistant Northwest District Engineer-Development

Mr. Steinberger noted that stage four of the design phase has been completed for the SR69 Widening project between Prescott Lakes Parkway and Frontier Village, and advertisement for construction is tentatively expected in March 2022. Noted that staff is seeking a consultant for the pavement project on SR69. Noted that the roundabout at SR69/SR169 is in the ADOT program, and the traffic signal at SR89/Road 1 North is near completion.

15. STATE TRANSPORTATION BOARD REPORT

Gary Knight, ADOT District 6 Representative

Mr. Knight explained that at the next State Transportation Board meeting, the board will be voting to approve two projects within Yavapai County to be included in the five-year Transportation Improvement Program: 1) \$4.7 million from legislature for repaving of SR69 in Prescott Valley, 2) \$4 million from legislature for 1-inch thin bond overlay on SR89.

16. FUTURE ITEMS FOR AGENDA

No items were provided.

17. 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 Executive Session for the discussion and/or consideration of performance evaluation of the CYMPO Executive Director, Vincent Gallegos. Member Hughes seconded the motion.

VOTE

The vote on the motion was unanimous.

18. RECONVENE FROM EXECUTIVE SESSION

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

MOTION

Chairman Palguta motioned to accept the provided performance evaluation for Vincent Gallegos as discussed in Executive Session. Member Hughes seconded the motion.

VOTE

The vote on the motion was unanimous.

19. ADJOURNMENT 4:20PM

Upcoming Meetings:

October 6-8, 2021 – Arizona Conference on Roads and Streets (Tucson)

October 13-14, 2021 – AZ Rural Transportation Summit (City of Maricopa)

October 15, 2021 – State Transportation Board Meeting 9:00am (Virtual)

October 20, 2021 - CYMPO Technical Committee Meeting 3:00pm

November 2, 2021 - CYMPO Executive Board Meeting 1:00pm

November 15-19, 2021 – AzTA and ADOT Conference (Mesa)

November 19, 2021 – State Transportation Board Meeting 9:00am (Wickenburg)

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

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