

EXECUTIVE BOARD REGULAR MEETING AGENDA

Local Governments and Citizens Working Together

EXECUTIVE BOARD

Regular Meeting

Thursday, September 28, 2023
1:30 P.M.

The Meeting will be held In-Person and/or using
GoToMeeting by Video and/or Teleconference from
the Main Conference Room at the YMPO Offices at
230 West Morrison Street, Yuma, Arizona 85364

YMPO EXECUTIVE BOARD

Chair	Gary Knight, Councilmember, City of Yuma
Vice-Chair	Cecilia McCollough, Vice Mayor, Town of Wellton
Secretary/Treasurer	Maria Cruz, Councilmember, City of San Luis
Member	Lynne Pancrazi, Board of Supervisors, Yuma County
Member	Martin Porchas, Board of Supervisors, Yuma County
Member	Bruce Fenske, Southwest District Administrator, ADOT
Member	Michael Shelton, Councilmember, City of Yuma
Member	Art Morales, Councilmember, City of Yuma
Member	Wynnie Ortega, Councilmember, Cocopah Indian Tribe
Member	Miguel Villalpando, Councilmember, City of Somerton

A regular meeting of the Executive Board (the Board) of the Yuma Metropolitan Planning Organization (YMPO) will be held on Thursday, September 28, 2023, starting at 1:30 p.m., either In-Person and/or using GoToMeeting Video/Teleconferencing from the YMPO Offices at 230 West Morrison Street, Yuma, Arizona, 85364, to discuss, consider, and/or take possible action concerning the items listed below. Members MAY attend in person, with the appropriate social distancing, if they wish, but may also choose to participate by video or teleconference, if they so desire.

1. Call to Order and the Pledge of Allegiance

The meeting will be called to order and members will be asked to recite the Pledge of Allegiance.

2. Roll Call Attendance and Declaration of Votes

Blenda Dale, YMPO Accountant II/Executive Assistant, will call the attendance roll, and if any members of the City of Yuma are not in attendance, those members that are in attendance will have the opportunity to declare the number of votes that each member will exercise, including any proxy votes.

3. Title VI Declaration and Call to the Public

Jesus Aguilar Jr., YMPO Mobility Manager, will read a brief message reminding members of our Title VI obligations. In addition, this item provides an opportunity for 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. Any members of the Public attending by teleconference are requested to contact YMPO staff with any questions they may have prior to the meeting.

4. Consent Agenda

- A. Approval of the August 24, 2023, Board Meeting Minutes
- B. YMPO Income/Expenditure Report for August 2023

A copy of the draft minutes of the Regular Board meeting from August 24, 2023, will accompany this agenda. Members will have the opportunity to review, report any changes, and/or approve the minutes of the August 24, 2023, Regular Board meeting. The August financial report is also expected to accompany this agenda and will be available for comment at this current meeting.

This item is on the agenda for information, discussion, and possible action to approve the Consent Agenda. Copies of the draft minutes for August 24, 2023, and the financial report for August 2023 are attached as Items A and B respectively.

5. FY 2024-28 YMPO Transportation Improvement Program (TIP) – Amendment #2

The FY 2024-28 YMPO TIP was originally approved on June 29, 2023, and has since been amended one time, most recently on August 24, 2023. Various requests were submitted by member agencies and recommended by the TAC for approval, YMPO staff will present on modifications.

This item is on the agenda for information, discussion and action to approve the FY 2024-28 YMPO TIP Amendment #2. YMPO Senior Transportation Planner Fernando Villegas will present this item and further information is available in an information summary as Item 5.

6. FY 2026-2049/50 Long-Range Transportation Plan Update

Metropolitan Planning Organizations (MPOs) are required to develop and publish an LRTP every four or five years, depending on the Air Quality status of the region. Federal guidelines describe, in detail, what the LRTP must cover. The time frame for the current FY 2022-2045 YMPO LRTP ends on June 30, 2025, so YMPO needs to have a new LRTP in place by then. YMPO staff is developing the RFP and the Scope of Work and will be shared with TAC members for review and comment prior to advertisement.

This item is on the agenda for information only. Mr. Villegas will present

this item and further information is available in the information summary as item 6.

7. YMPO Legal Counsel Services Status

Last year, YMPO Board made the decision to continue the transition for legal services with Benesch, Shadle, & White, PLC for one year via an amendment to the existing contract after the announcement of YMPO's long term attorney Wayne C. Benesch retirement. The amendment term ends on December 31, 2023. YMPO last advertised for Legal Services in 2017 and only received one proposal by Byrne and Benesch, P.C. and contracted for a three-year term that ended on December 31, 2020. The contract was then renewed for an additional two-year term which ended on December 31, 2022. The Board will be able to discuss and provide the recommended course of action.

This item is on the agenda for information, discussion, and possible action to authorize the Executive Director to advertise for Legal Services or to possibly renew or terminate the current contract with Benesch, Shadle & White, PLC. Ms. Figueroa will present this item and an Information Summary is provided as Item 7.

8. FY 2024-2025 YMPO Unified Planning Work Program (UPWP) & Annual Budget.

The Two-Year FY 2024-2025 YMPO UPWP was approved on May 25, 2023, together with the Annual Budget. YMPO staff will outline the steps being taken to update the UPWP and the Annual Budget for possible approval at a later date.

This item is on the agenda for information, discussion and possible comments from the Board only at this stage. Ms. Dale will present this item. and further information is provided in an information summary that is attached as Item 8.

9. 2023 Arizona Rural Transportation Summit (AZRTS) Planning.

The annual conference for the AZRTS is less than four weeks away and YMPO staff are in the final planning stages. The conference will take place on October 18-19, at the Yuma Hilton Pivot Point, followed by the State Transportation Board on October 20, at City of Yuma Council Chambers. We have prepared a fantastic agenda and line up of speakers to provide insight to attendees, including important transportation topics. YMPO Staff will provide the most recent updates.

This item is on the agenda for information and discussion, only. Ms. Norma Chavez will present this item, no further information is provided.

10. Summary of Current Events/Board Member Reports/Executive Director's Report & Comments by Other Participants

This agenda item is an opportunity for members and staff to update the Board regarding recent occurrences, as shown below. If written information is available, it will be included in an attached Information Summary.

- A. Staff Reports - Future Meetings
- B. TAC Minutes
- C. Conference Updates (AZTA, AZRTS, and Roads and Streets)
- D. MPO/COG Director/Planner Meetings
- E. Rural Transportation Advocacy Council activities
- F. Projects - Economic Development and Transportation
- G. Status Report on AZ Smart Fund

This item is on the agenda for information, discussion, and for Board members and other staff reports and comments.

11. Possible Future Agenda Items

The following items will be heard at a future meeting. Members are encouraged to suggest topics for discussion at a future Board meeting:

- A. LRTP Outline
- B. AZ RTS Update
- C. Regional Project Priority List for 2024
- D. Transportation Alternatives Program
- E. 2022-2045 LRTP Amendment #1, Conformity update

12. Progress Reports

Members are encouraged to suggest topics for discussion at a future Board meeting:

- a. Aug 25 - Site Visit Introduction with YPG Commander Col. John Nelson (CF, FV)
- b. Aug 28 - LRTP Planning Meeting (CF, BD)
- c. Aug 28 - RTAC Board Meeting (CF)
- d. Aug 29 - Rural Transportation Summit Tribal Nations Program Follow Up Meeting (CF, BD)
- e. Aug 30 - Yuma County CRP Project Review (CF, FV)
- f. Aug 30 - RFP Review for LRTP Update (CF, FV)
- g. Aug 31 - YMPO/Yuma County ED & IGA Lunch (CF)
- h. Sep 5 - Staff Meeting (CF, BD, NC, JR, RA, FV)
- i. Sep 6 - RTS Planning Meeting (CF, BD, NC, JR, FV, RA)
- j. Sep 6 - RTS HPP Site Visit (CF, BD, NC, JR, FV)
- k. Sep 6 - Review Scope of Work with Kittelson (CF, FV)
- l. Sep 7 - LRTP Planning Meeting (CF, FV, JH)
- m. Sep 11 - Rural Transportation Summit Tribal Nations Program Follow Up Meeting (CF, BD, JH)

- n. Sep 11 - ADOT/YMPO Monthly Coordination Meeting (CF, JH, FV)
- o. Sep 11 - YMPO Regional Mobility Committee Meeting (JR)
- p. Sep 11 - ADOT Truck Parking Implementation Plan - Stakeholder/TAC Meeting 2 (FV)
- q. Sep 12 - Yuma County Chamber's Office Transportation Committee Meeting
- r. Sep 12 - RTS Tribal Nation Program coordination meeting (CF, BD, FV)
- s. Sep 12 - ADOT Urban Smoothing - YMPO (CF, JH)
- t. Sep 12 - COG/MPO Meeting Coordination with ADOT (CF)
- u. Sep 13 - Mohave Webinar (NC)
- v. Sep 13 - Yuma County's Regional Economic Development Quarterly Meeting (CF)
- w. Sep 13 - FY27/28 Proposed HSIP Application Changes (CF, FV)
- x. Sep 13 - Arizona Vulnerable Road User Safety Assessment - Stakeholder Meeting 1 (CF, JR)
- y. Sep 13 - Staff Pictures for Website (FV, RA, JH)
- z. Sep 14 - TAC Meeting (CF, BD, JR, JH, NC, FV)
- aa. Sep 14 - LRTP Planning Meeting (CF, FV, JH)
- bb. Sep 15 - Arizona State Transportation Board Meeting in Kingman (CF)
- cc. Sep 18 - P2P Workshop Southwest District (CF, FV)
- dd. Sep 18 - RTAC Advisory Committee Meeting (CF, FV)
- ee. Sep 18-21 - David Sirius from The Pun Group on-site visit (BD)
- ff. Sep 19 - Yuma O3 MVEB Stakeholder Meeting (CF, FV)
- gg. Sep 19 - Yuma PM10 SIP Update Meeting (CF, FV)
- hh. Sep 20 - RTS Planning Meeting (CF, BD, JH, NC, JR, FV)
- ii. Sep 20 - Equity in Roadway Safety Workshop: Strategies for Meaningful Public Involvement in Roadway Safety (FV)
- jj. Sep 21 - LRTP Planning Meeting (CF, FV, JH)
- kk. Sep 25 - RTAC Board Meeting (CF)
- ll. Sep 26 - ADOT TA Program Evaluation Scoring Tool Training (CF, JH)
- mm. Sep 28 - LRTP Planning Meeting (CF, FV, JH)
- nn. Sep 28 - Executive Board Meeting (CF, BD, JH, NC, JR, FV)

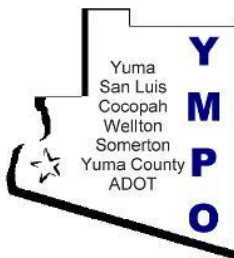
13. Adjournment

Notice: In accordance with the Americans with Disabilities Act (ADA) and section 504 of the Rehabilitation Act of 1973, YMPO does not discriminate on the basis of disability, in the admission of, or access to, or treatment or employment in, its programs, activities, or services. If you have any questions regarding YMPO programs, activities, or services, please contact Crystal Figueroa at 928-783-8911.

Anticipated Future 2023 Meeting Locations.

All future meetings will continue to be held at the YMPO office at 230 West Morrison Street, Yuma, Arizona 85364. Members may participate in person, OR they may participate electronically by computer, and/or telephone (or both), using

the GoToMeeting portal. The next two meetings will occur on Thursday, October 26, 2023, and December 14, 2023.



EXECUTIVE BOARD MEETING MINUTES

Local Governments and Citizens Working Together

EXECUTIVE BOARD

Regular Meeting

Thursday, August 24, 2023
1:30 P.M.

The Meeting was held In-Person and/or using
GoToMeeting by Video and/or Teleconference from
the Main Conference Room at the YMPO Offices at
230 West Morrison Street, Yuma, Arizona 85364

1. Call to Order and the Pledge of Allegiance

The Yuma Metropolitan Planning Organization (YMPO) Chair, Councilmember Gary Knight, called the YMPO Executive Board (the Board) meeting to order at 1:30 p.m. and asked the Board to join him in reciting the Pledge of Allegiance.

2. Roll Call Attendance and Declaration of Votes

The YMPO Accountant II/Executive Assistant, Blenda Dale, called the roll as follows:

YMPO Executive Board Members Present:

Chair	Gary Knight, Councilmember, City of Yuma ^
Vice-Chair	Cecilia McCollough, Vice Mayor, Town of Wellton ~
Secretary/Treasurer	Maria Cruz, Councilmember, City of San Luis ^
Member	Martin Porchas, Board of Supervisors, Yuma County ^
Member	Bruce Fenske, Southwest District Administrator, ADOT ^
Member	Michael Shelton, Councilmember, City of Yuma ^
Member	Art Morales, Councilmember, City of Yuma ^
Member	Wynnie Ortega, Councilmember, Cocopah Indian Tribe ^
Member	Miguel Villalpando, Councilmember, City of Somerton ~

^ Attended in person.

~ Participated by teleconference.

As all seven constituent member agencies were present, the quorum requirement was met.

Supervisor Porchas declared two votes for Yuma County.

YMPO Executive Board Members Absent

Member	Lynne Pancrazi, Board of Supervisors, Yuma County #
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Not present but was represented by proxy by another member.

* Not present, and not represented by proxy by another member.

YMPO Staff Present:

Crystal Figueroa	Executive Director
Blenda Dale	Accountant II/ Executive Assistant
Norma Chavez	Administrative Assistant/Bookkeeper
Fernando Villegas	Senior Transportation Planner

Additional Attendees:

Kevin Adam	RTAC Liaison ~
Brian Fernandez	AZ State Senator ~
Michele Pena	AZ State Representative ~
Samantha Klakulak	Policy Staff, AZ State Representative Mariana Sandoval's office

3. Title VI Declaration and Call to the Public

Norma Chavez, YMPO Bookkeeper/Administrative Assistant, read a brief message reminding members of our Title VI obligations. In addition, this item provided an opportunity for 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. Any members of the Public attending by teleconference are requested to contact YMPO staff with any questions they may have prior to the meeting. No individuals wishing to address the Board were in attendance.

4. Consent Agenda

- A. Approval of the July 27, 2023, Board Meeting Minutes
- B. YMPO Income/Expenditure Report for July 2023

MOTION: Councilmember Morales moved to approve the consent agenda for both items A and B. Councilmember Shelton seconded and the motion was approved.

5. Staff Hiring Update

YMPO Executive Director, Crystal Figueroa introduced Senior Transportation Planner, Fernando Villegas to the Executive Board. Mr. Villegas provided a brief background on his past work experience and an overview of the member agencies he has worked for, prior to joining YMPO.

6. Regional Project Priority List for 2024

Ms. Figueroa introduced Rural Transportation Advocacy Council (RTAC) Liaison, Kevin Adam. Mr. Adam provided further background information on previous Regional Priority Project Lists and its successful results. Last year lawmakers

directed \$650 million to projects and pavement rehabilitation across the state and \$1 billion the year before. The Yuma delegation has delivered for their districts over multiple years. Funds have been directed to improvements and maintenance along US 95. Prior to that was a substantial investment in improvements for Cesar Chavez Boulevard in San Luis. Mr. Adams praised the delegation for their efforts for securing funding for the Yuma region.

He explained that the Greater Arizona regions will again create a list of priority projects and pursue legislation for funding. The RTAC Board agreed to pursue \$400 million funding requests for projects of which around \$48 million will be for projects in the YMPO region based on rural state population.

He said the amount of revenue the Arizona legislators will have to work with this year will be substantially less than previous years as prior COVID-funded revenues have ended. Although the anticipated drop in revenues during previous years was not as much as planned, the funding generated was exhausted by the passage of last year's budget and will not have a base moving forward. This year's revenue will be based on future revenue collections and expenditures. Growth has slowed down, but it is still there. In June collections were \$250 million more than anticipated, however, July collections were down. He said he was skeptical about obtaining the full \$400 million in requests, but if we put forward the needs and demand for them, it will increase transportation as a priority and direct as much revenue as possible to transportation.

Mr. Adams explained Representative Dunn has been instrumental in successfully obtaining these funds in prior years. Ultimately these additional funds will be determined on whether the funds are included in the state budget, which is why the support of the Yuma delegation is so important to the success of the priority project list.

State Senator Bryan Fernandez stated the delegation has worked very hard on a bipartisan basis to get this bill through. He is proud of the accomplishments over the past two years. He encouraged the Board to present the list to AZ State Legislature but to keep expectations realistic as State revenues were lower than expected for two months and one month higher than expected and another lower, so the results of this endeavor are anyone's guess. With the 2.5 percent state income tax baked in and the ESA money that was added and not accounted for when it was passed, the amount is anywhere between \$9 and \$500 million this year, so that will possibly eat into the road funding at any given time. He wanted to ensure everyone understood that the budget would not be as abundant as in years past.

Ms. Figueroa reviewed the successful 2023 State Legislative process of HB2543 for Greater Arizona Transportation. ADOT's US-95 project was awarded \$ 33.3 million for improvements between Wellton Mohawk Canal Road and Aberdeen Road, and Yuma County received \$5,910 million for pavement rehabilitation for County 22nd Street to County 11th Street, for a total of \$39,210,400 for the region. She thanked the delegation for its efforts and success for making this possible and asked for their continued support.

She reiterated that the Rural Transportation Advocacy Council (RTAC) Board agreed to pursue a \$400 million funding request for statewide projects allocated to each region, with just over \$48 million for YMPO's region. This equates to 29 years of funding for YMPO. The 2022-2045 Long Range Transportation Plan has a total funding need of \$548 million, which its funding sources have not yet been identified. She expressed the funding need is still there.

She then announced the three projects, and their details, that would be included in the YMPO Regional Project Priority List:

ADOT US 95 - Wellton-Mohawk Canal to Aberdeen Road Improvements, the proposed improvement consists of 16 miles of road widening improvements, seven miles completed or underway, nine more miles left to be widened. Ms. Figueroa mentioned this project is currently a rural two-lane undivided highway with few passing lanes to be widened to a five-lane roadway (two lanes in each direction and one two-way left turn lane in the center). The total remaining project cost considering a 30% inflationary cost is \$129M, with a State surplus request of \$40M is anticipated to be submitted to the State legislature.

Yuma County US 95 Corridor Phase II, a total project limit of 118 miles of a mill and overlay of three inches along the whole corridor, divided in three phases. She stated the project serves five local agencies, it's a regional and international traffic route for future conditions. Ms. Figueroa stated the remaining project cost is \$20.27M with a State Surplus Request of \$6.95M.

City of Somerton SR 95 Main Street Improvements Downtown Redevelopment, the proposed improvement is to upgrade/replacement to traffic signal at the intersection of Main St (SR 95) and Somerton Ave to improve circulation, replace/widen existing sidewalks and ramps to be compliant with ADA standards. Total project cost is \$3M, but a request of \$1.3M is anticipated.

She said the YMPO TAC reviewed a list of priority projects during its meeting on Aug 10th, and considering there were more costs in projects than funds available, there was a consensus discussion on the prioritization of the list, and to reduce ADOT's amount to include the City of Somerton's project for possible funding to signalize the intersection of Main Street (US 95) and Somerton Ave, and other facility improvements.

Councilmember Knight reiterated the reason why the City of Somerton project was moved up on the list was because another priority project touched part of this project. He also mentioned that the City of Yuma was applying for a grant to fund its 40th Street Improvements project and the City of San Luis had been very proactive in pursuing grants for Cesar Chavez Boulevard and Port of Entry projects. He encouraged the Town of Wellton and other cities within Yuma County to pursue the AZ SMART funds, which is awarded by the State Transportation Board, and other grant possibilities.

Councilmember Cruz thanked State Senator Fernandez and the Executive Board for their support for the Cesar Chavez Boulevard project.

Ms. Figueroa and Councilmember Knight thanked the Arizona State Representatives for attending the Executive Board meeting today to discuss this endeavor.

MOTION: Supervisor Porchas moved to approve the Regional Priority Project List as presented. Councilmember Cruz seconded and the motion was unanimously approved.

7. FY 2022-26 YMPO Transportation Improvement Program (TIP) – Amendment #10

Mr. Villegas stated The FY 2022-26 YMPO TIP was originally approved on July 29, 2021.

The City of Yuma recently requested a TIP amendment to the “A” Canal: 7E and 40th Street project local funds contribution of \$91K for the design and construction phases in the stated years.

The City of Yuma requested a TIP amendment to update the Pedestrian Hybrid Beacon project to include local fund contributions of \$121K for the design.

Ms. Figueroa explained that a hybrid beacon is a traffic control device designed to help pedestrians and multimodal traffic cross higher speed/volume roadways.

Mr. Villegas asked the Executive Board to approve the mentioned administrative adjustments.

MOTION: Councilmember Morales moved to approve the FY 2022-26 YMPO TIP Amendment #10. Supervisor Porchas seconded and the motion was unanimously approved.

8. FY 2024-28 YMPO Transportation Improvement Program (TIP) – Amendment #1

Mr. Villegas explained The FY 2024-28 YMPO TIP was originally approved on June 29, 2023. There are three changes needed to the plan.

The first change is to add the Saguaro Foundation vehicle capital funds project.

The second change is to remove the 5310 Transit Projects for FY 2025 as these funds had not yet been awarded.

Change number three is to change the Federal Function Classification (FFC) for the City of Yuma’s Project 40th Street 6 ¾ E - 7 ½ E from the FFC-6 (urban minor collector) to the FFC-5 (urban major collector).

A TIP Amendment was requested for the inclusion of the Saguaro project, Mr. Villegas asked the Executive Board to approve Amendment #1 to the FY 2024-28 YMPO TIP.

MOTION: Supervisor Porchas moved to approve the FY 2022-26 YMPO TIP Amendment #10 as presented. Councilmember Shelton seconded and the motion was unanimously approved.

9. FY2022-45 YMPO Long-Range Transportation Plan (LRTP) Amendment #1 Update

Ms. Figueroa said the YMPO 2022-2045 YMPO LRTP was originally approved on July 29, 2021. The TAC was informed at a special meeting on June 29, 2023, that Yuma County needed an amendment to the FY 2022-2045 YMPO Long-Range Transportation Plan to allow the Yuma County Avenue E/D project to move forward with the design and right-of-way acquisition programmed in FY 24, including an update to the regional conformity analysis for the identified additional two miles.

Since then, the Board has authorized the consultant Kittleson and Associates to start work on the Amendment. After the YMPO Board had authorized the contracted work, two other projects were identified as needing to be included in the update. These projects include:

City of Yuma – 40th Street Widening, Ave 6 3/4 – 7 1/2 E, which needs to be modeled for conformity for the period 2032-2036. Advancing construction to FY 25 requires an updated conformity determination.

ADOT – US 95 widening from Wellton Mohawk Canal to Aberdeen; was modeled for conformity for the period 2032-2036. The segments of Wellton Mohawk to Imperial Dam Rd. and Imperial Dam Rd. to Aberdeen Rd. were anticipated to go for construction by FY 26. Due to advancing these projects, it will require an updated conformity determination.

The Board has already approved the conformity analysis work to be completed and is anticipated to take approximately three weeks. The work will be paid for with local funds.

10. Transportation Alternatives (TA) Program Update

Ms. Figueroa stated that ADOT had implemented and released the competitive TA Program, Website, and Guidebook for the Transportation Alternatives Program. A call for projects is going on now through August 31. Eligibility requirements, program checklist, and application are available on the ADOT TA program website: <https://azdot.gov/TA>. Non-profit organizations are eligible; however, they must have a project sponsor. As part of the application screening process, the project will need a Letter of Support (LOS) from their local MPO, to be included in their application submittal.

To date, the following projects have been communicated to YMPO:

For the City of Yuma:

1st Street Shared Use Pathway – Providing a non-motorized 1.5-mile buffered 10-foot shared-use-pathway from 4th Ave to Avenue B.

32nd Street Shared Use Pathway – Construction of a 4.6-mile shared-use pathway located on the south side of 32nd Street from Ave 3E to Ave 7 1/2E, this will provide connectivity to the Foothills area and provide a continuous 8-mile segment of shared-use pathway.

For Crane School District in collaboration with the City of Yuma: Planning and scoping for a HAWK signal system on 21st Dr to support the Gary Knox Elementary School. Since it is a high-traffic area, the need was identified.

She said that ADOT would be screening applications to ensure they met federal requirements and TA Program checklist. The TAC would then evaluate and rank eligible projects. The TA Program set aside will provide funding for projects that help States build a variety of smaller-scale alternative transportation projects that achieve safer, connected, and equitable on-road networks for all users.

Since the program requires letters of support from MPOs, she requested the Board authorize her to issue these letters of support for any eligible projects for possible TA funding, in order to meet the quick turnover application deadline.

Councilmember Shelton asked if the 1st Street Shared Use Pathway project required any purchase of Right of Way or altering driveways to complete the project.

Ms. Figueroa said that right now, the roadway is four lanes. The mini-design concept report intends for this roadway to be reduced to three lanes to support the safe use of non-motorized transportation modes.

Councilmember Knight mentioned this roadway is currently used extensively by agricultural machines and therefore reducing vehicle lanes is not practical. Having realized this need, the City of Yuma plans to consult the agricultural community before proceeding to determine the feasibility of the project.

Ms. Figueroa stated that the concern was brought to the City engineer, and it was decided that the City wouldn't be applying for construction funds; instead, they would be pursuing funding for scoping and design. This would allow them to get the input of the community for comments.

Mr. Knight said the current agenda item is to authorize the Executive Director to issue letters of support for the TA application only. The Yuma City Council would determine the outcome of the 1st Street project.

MOTION: Councilmember Morales moved to authorize the YMPO Executive Director to issue letters of support for the eligible projects for possible TA funding. Supervisor Porchas seconded and the motion was approved.

11. Carbon Reduction Program Call for Projects Update

Ms. Figueroa stated The Bipartisan Infrastructure Law established the 5-Year Carbon Reduction Program formula funds for members to use on qualified projects in the region that would reduce carbon emissions from road highway sources. YMPO Technical Advisory Committee (TAC) members submitted projects for evaluation and selection by the TAC for programming. This is a formula-driven fund, available funding amount for FY 22-24 was approximately \$693,237 and under \$300,000 for FY25 and FY26.

She explained that requests had been received. Three requests were submitted and selected by the TAC for programming. These projects were:

City of Yuma

- Shared-Use Pathway: East Wetland Park to Pacific Athletic Complex (PAAC), for \$275K
- Two Bus Pullouts on Ave. A at 16th St, for \$102K

Yuma County

- Shared-Use Pathway along West Main Canal between Ave. B and Ave. C. There are two options for this pathway, with the more expensive option being \$846K

YMPO Unified Planning Work Program

- Complete Streets Study, \$102K

The available funding amount for FY 22-24 was approximately \$693,237 and under \$300,000 for FY25 and FY26.

12. Executive Director's Evaluation Effective Date.

YMPO Accountant/Executive Assistant Ms. Blenda Dale said that on July 27, 2023, The Board reviewed the Executive Director's Performance Evaluation in executive session and approved an increase. However, the effective date was not mentioned. She explained that YMPO staff pay increases went into effect July 1, 2023, and suggested the Executive Board approve an effective date be established as of July 1, 2023, or whatever date the Board deemed appropriate.

MOTION: Councilmember Morales moved. to set the effective date of the Executive Director's pay adjustment to July 1, 2023. Supervisor Porchas seconded and the motion was unanimously approved.

13. 2023 Arizona Rural Transportation Summit (AZRTS) Planning.

Ms. Chavez updated the Board on the 2023 RTS scheduled for October 18-19, 2023, at the Hilton Pivot Point Conference Center in Yuma. YMPO Staff sent an additional invitation on August 9, 2023, to last year's conference attendees and current registrants. The invitation included the draft agenda and further lodging opportunities, which triggered some action as registration numbers have increased. The early bird discount was extended to September 1, 2023. YMPO

staff are currently ordering the swag for the conference, which will be shown to the Executive Board at a future date.

She provided a list of YMPO Executive Board members that had been registered for the RTS conference.

14. Summary of Current Events/Board Member Reports/Executive Director's Report & Comments by Other Participants

This agenda item is an opportunity for members and staff to update the Board regarding recent occurrences, as shown below. If written information is available, it will be included in an attached Information Summary.

- A. Staff Reports - Future Meetings
- B. TAC Minutes
- C. Conference Updates (AZTA, AZRTS, and Roads and Streets)
- D. MPO/COG Director/Planner Meetings
- E. Rural Transportation Advocacy Council activities
- F. Projects - Economic Development and Transportation
- G. Status Report on AZ Smart Fund

Mr. Adam mentioned the RTAC Board will meet next week and the Board is looking forward to another successful RTS Conference, which will present the Project Priority List for next year's legislative agenda; including, additional funding through the Arizona SMART fund.

Councilmember Knight said that at the last State Transportation Board, the AZ SMART Fund awarded all of the funds for municipalities over 10K in population. There were three municipalities that asked for funding. Showlow and Bullhead City were awarded the full amount they had asked for. This left around \$400,000 in available funding. The City of Pheonix applied for funding. Although there has been a change to the eligibility requirements to the AZ SMART fund that would preclude Phoenix from being eligible, this change will not go into effect until October. Phoenix was awarded \$400,000, which was much less than the \$3.4 million they had asked for.

The AZ SMART funds for municipalities over 10K in population is depleted, however, the funding for municipalities under 10K, counties under 100K, and counties over 100K still have funding available. He suggested the Town of Wellton should apply for funding should they have any projects.

15. Possible Future Agenda Items

The following items will be heard at a future meeting. Members were encouraged to suggest topics for discussion at future Board meetings:

- A. LRTP Outline
- B. AZ RTS Update
- C. Regional Project Priority List for 2024
- D. Transportation Alternatives Program
- E. 2022-2045 LRTP Amendment #1, Conformity update

Ms. Figueroa said as listed.

16. Progress Reports

Members are encouraged to suggest topics for discussion at a future Board meeting:

- a. Jul 31 - US-95 Strategy Grant Building Meeting (CF, JH)
- b. Aug 1 - 2020 Census Implementation in Transportation Planning Webinar (CF, BD)
- c. Aug 1 - Crane School District HAWK Signal TA Program Discussion (CF, JH, BD)
- d. Aug 1 - 5310 Site Visit with SMILE (JR)
- e. Aug 2 - 5310 Site Visit with Hope (JR)
- f. Aug 3 - 5310 Site Visit with Horizon (JR)
- g. Aug 3 - 5310 Site Visit with Rise (JR)
- h. Aug 7 - US-95 Regional Priority Project Discussion with ADOT (CF, JH)
- i. Aug 7 - CRP Mini-DCR Review (CF, JH)
- j. Aug 8 - Staff Meeting (CF, BD, NC, JH, JR)
- k. Aug 8 - Follow Up with Yuma County HR (CF)
- l. Aug 9 - RTS Planning Meeting (CF, BD, JH, NC, JR)
- m. Aug 9 - COG/MPO Directors Meeting (CF)
- n. Aug 10 - AZ Mobility Managers Statewide Meeting at MAG (JR)
- o. Aug 10 - TAC Meeting (CF, BD, JH, NC, JR)
- p. Aug 11 - COG/MPO Planner Meeting (CF, JR, JH)
- q. Aug 14 - ADOT/YMPO Monthly Coordination Meeting (CF)
- r. Aug 15 - Yuma PM10 SIP Update Meeting (CF)
- s. Aug 17 - RFQ-23-210 Transportation Management Center Rescheduled Evaluation Meeting (CF)
- t. Aug 18 - Arizona State Transportation Board Meeting - Virtual (CF)
- u. Aug 21 - RTAC Advisory Committee Meeting (CF)
- v. Aug 23 - RTS Planning Meeting (CF, BD, JH, NC, JR)
- w. Aug 24 - Rescheduled Executive Board Meeting (CF, JH, BD, NC, JR)

Ms. Figueroa replied as listed.

17. Adjournment

Having no further items to discuss, Chairman Knight adjourned the meeting at 2:46 p.m.

Notice: In accordance with the Americans with Disabilities Act (ADA) and section 504 of the Rehabilitation Act of 1973, YMPO does not discriminate on the basis of disability, in the admission of, or access to, or treatment or employment in, its programs, activities, or services. If you have any questions regarding YMPO programs, activities, or services, please contact Crystal Figueroa at 928-783-8911.

Anticipated Future 2023 Meeting Locations.

All future meetings will continue to be held at the YMPO office at 230 West Morrison Street, Yuma, Arizona 85364. Members may participate in person, OR they may participate electronically by computer, and/or telephone (or both), using the GoToMeeting portal. The next two meetings will occur on Thursday, September 28, 2023, and October 26, 2023.

Preparation and Approval of Minutes: Minutes prepared by:

Blenda Dale, Accountant II/
Executive Assistant

Minutes reviewed to form by:

Minutes approved in regular session on
September 28, 2023

Crystal Figueroa, Executive Director,
Yuma Metropolitan Planning Organization

Councilmember Gary Knight,
Chairman, YMPO Executive Board

Yuma Metropolitan Planning Organization

Revenue & Expense Budget Performance

August 2023

	Aug 23	Jul - Aug 23	YTD Budget	% of Budget
Income				
4000 · ADOT Grant				
4006 · CRP	0.00	0.00	102,158.00	0.0%
4001 · PL	0.00	0.00	611,839.00	0.0%
4002 · SPR	0.00	0.00	335,811.00	0.0%
4004 · STBG	0.00	0.00	44,154.00	0.0%
4005 · 5305d (CPG)	0.00	0.00	117,354.00	0.0%
Total 4000 · ADOT Grant	0.00	0.00	1,211,316.00	0.0%
4010 · FTA Grant				
4020 · 5303/5305	0.00	0.00	0.00	0.0%
Total 4010 · FTA Grant	0.00	0.00	0.00	0.0%
4050 · ADEQ Grant	0.00	0.00	10,000.00	0.0%
4055 · 5310 Funds				
4053 · CARES Act MM	0.00	0.00	0.00	0.0%
4055 · 5310 Funds - Other	0.00	0.00	92,844.00	0.0%
Total 4055 · 5310 Funds	0.00	0.00	92,844.00	0.0%
4200 · YMPO UPWP Dues	0.00	0.00	83,634.00	0.0%
4400 · Interest Income	1,429.97	2,898.34	13,000.00	22.3%
4600 · Charges for Services				
4904 · Traffic Count Revenue	612.00	14,716.87	14,040.41	104.82%
Total 4600 · Charges for Services	612.00	14,716.87	14,040.41	104.82%
Total Income	2,041.97	17,615.21	1,424,834.41	1.24%
Gross Profit	2,041.97	17,615.21	1,424,834.41	1.24%
Expense				
5110 · Payroll Expenses				
5111 · Fringe Benefits	2,488.81	4,176.85	33,519.78	12.46%
5112 · Part Time Staff-Salaries				
5133 · Part Time Staff-Salaries- Local	2,660.58	4,225.62	10,456.82	40.41%
5112 · Part Time Staff-Salaries - Other	5,537.22	8,936.30	76,033.11	11.75%
Total 5112 · Part Time Staff-Salaries	8,197.80	13,161.92	86,489.93	15.22%
5113 · Full Time Staff-Salaries	24,368.90	41,504.45	362,134.00	11.46%
5115 · Health Insurance-ER Portion	3,720.00	7,440.00	56,916.00	13.07%
5116 · ASRS	3,125.42	5,211.68	46,303.38	11.26%
5117 · Workman's Comp Insurance	250.00	1,220.00	1,107.88	110.12%
5118 · FUTA Payroll Expense	39.72	60.84	588.00	10.35%
5120 · Life Insurance	130.00	364.00	1,928.16	18.88%
Total 5110 · Payroll Expenses	42,320.65	73,139.74	588,987.13	12.42%
5123 · Consulting Services				
5134 · Contractual-Local	0.00	1,151.95	75,192.00	1.53%
5123 · Consulting Services - Other	0.00	21,887.05	471,627.00	4.64%
Total 5123 · Consulting Services	0.00	23,039.00	546,819.00	4.21%
5124 · Staff Training/Education				
5137 · Staff Training/Edu Reimb-Local	0.00	0.00	5,000.00	0.0%
5124 · Staff Training/Education - Other	0.00	0.00	6,000.00	0.0%
Total 5124 · Staff Training/Education	0.00	0.00	11,000.00	0.0%
5125 · Audit Services	0.00	0.00	23,500.00	0.0%
5126 · Payroll Processing Fees	362.18	699.69	4,500.00	15.55%
5128 · Accounting Services	0.00	0.00	25,000.00	0.0%
5129 · Public Participation	0.00	0.00	750.00	0.0%
5130 · Reimbursement of Expenses	773.25	773.25	7,000.00	11.05%
5131 · Data Process, Software, Hardware	618.02	734.97	12,000.00	6.13%
5132 · Furniture and Equipment	0.00	0.00	12,000.00	0.0%
5140 · Legal	0.00	0.00	7,000.00	0.0%
5150 · IT Support	0.00	0.00	1,500.00	0.0%
5151 · Building Ins, property tax	0.00	5,749.06	7,400.00	77.69%

Yuma Metropolitan Planning Organization

Revenue & Expense Budget Performance

August 2023

	Aug 23	Jul - Aug 23	YTD Budget	% of Budget
5152 · Equipment Maintenance	0.00	95.49	900.00	10.61%
5153 · Office Supplies	140.27	178.41	3,000.00	5.95%
5154 · Postage	0.00	0.00	300.00	0.0%
5155 · Printing	6.00	69.35	2,000.00	3.47%
5157 · Publications, Subscriptions	0.00	222.00	600.00	37.0%
5158 · Registration Fees	900.00	4,925.00	10,000.00	49.25%
5159 · Special Meetings	0.00	0.00	3,000.00	0.0%
5160 · Telecommunications	1,117.43	2,189.36	11,500.00	19.04%
5161 · Vehicle Purchase	0.00	0.00	35,000.00	0.0%
5162 · Vehicle Insurance	0.00	3,898.26	4,500.00	86.63%
5163 · Vehicle Maint., Repairs, Parts	0.00	0.00	2,000.00	0.0%
5164 · YMPO Memberships & Dues	0.00	1,030.00	3,000.00	34.33%
5165 · Finance Charges and Interest	0.00	0.00	200.00	0.0%
5166 · Website Maintenance	0.00	152.00	10,000.00	1.52%
5167 · Miscellaneous Consumables	78.29	96.84	3,500.00	2.77%
5168 · Employee Recruitment	40.00	40.00	500.00	8.0%
5169 · Miscellaneous-Expense	0.00	5.15	7,000.00	0.07%
5171 · Alarm System	0.00	120.00	750.00	16.0%
5173 · Electric Bill	891.58	1,849.05	7,500.00	24.65%
5174 · Grounds Maintenance	5,250.00	11,610.00	16,500.00	70.36%
5175 · Janitorial	1,620.00	1,620.00	9,360.00	17.31%
5179 · Office Building Repairs				
5181 · Pest Control	0.00	75.00	500.00	15.0%
5179 · Office Building Repairs - Other	0.00	61.62	20,000.00	0.31%
Total 5179 · Office Building Repairs	0.00	136.62	20,500.00	0.67%
5182 · Sewer & Water	453.39	535.52	3,500.00	15.3%
5190 · Travel - Local & Outside County	249.92	289.13	11,000.00	2.63%
5191 · T530- Traffic Count Fuel	531.29	893.06	2,700.00	33.08%
5630 · T530 Traffic Count Equipment				
5631 · T530-Local COY Materials	0.00	0.00	2,340.00	0.0%
5630 · T530 Traffic Count Equipment - Other	20.59	571.97	4,500.00	12.71%
Total 5630 · T530 Traffic Count Equipment	20.59	571.97	6,840.00	8.36%
Total Expense	55,372.86	134,662.92	1,423,106.13	9.46%
Net Ordinary Income	-53,330.89	-117,047.71	1,728.28	-6,772.5%
Other Income/Expense				
Other Income				
4900 · In-Kind Match Revenue	7,901.47	18,913.27	158,894.00	11.9%
Total Other Income	7,901.47	18,913.27	158,894.00	11.9%
Other Expense				
9200 · In-Kind Match Expenses	7,901.47	18,913.27	158,894.00	11.9%
Total Other Expense	7,901.47	18,913.27	158,894.00	11.9%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	-53,330.89	-117,047.71	1,728.28	-6,772.5%
10000 - Wells Fargo - YMPO General Account			\$ 82,985.53	
10009 - Wells Fargo - YMPO Payroll Account			\$ 27,283.75	
10100 - Yuma County Treasurer - YMPO Account			\$ 924,003.21	
			\$ 1,034,272.49	

YMPO INFORMATION SUMMARY for Agenda Item 5

FY 2024-28 YMPO Transportation Improvement Program – Amendment #2

DATE: September 28, 2023

SUBJECT: FY 2024-28 YMPO Transportation Improvement Program (TIP) – Amendment #2.

SUMMARY:

The FY 2024-28 YMPO TIP was originally approved on June 29, 2023, and has since been amended one time, most recently on August 24, 2023. The following modifications has been requested:

The City of Yuma has requested an adjustment to FY2024 to update the local funds contribution for the “A” Canal Avenue 7E at 40th Street project. The new local fund contribution for this project is \$2,364,972. Also, YMPO noticed that the TIP ID changed to YU-23-11X and the correct TIP ID should be YU-23-11C.

Following TAC recommendation last month, YMPO is including the two Carbon Reduction Program (CRP) projects for the City of Yuma and one for Yuma County on respective TIP tables. (See specific table changes to the TIP below highlighted in red and yellow).

City of Yuma Projects							
TIP No.	Project Name/Location	Project Description	Func/Class	Fund Type	Federal \$	Local \$	Total \$
FY 2024 Projects							
YU-23-11X	'A' Canal: Ave 7E at 40th Street (3/4 ,mile)	New Roadway - Construct (HURF Swap)	FFC-6U	HURFX	\$900,000	\$1,211,184	\$2,111,184
YU-23-11C	'A' Canal Bridge: Ave 7E at 40th Street	Bridge - Construct (HURF Swap)	FFC-6U	HURFX	\$900,000	\$2,364,972	\$3,264,972
YU-22-11	Hotel Del Sol	Rehabilitate Hotel Del Sol	N/A	RAISE	\$10,614,225	\$3,538,075	\$14,152,300
YU-23-08C	Three Citywide Turn Signal Locations	Flashing Yellow Arrow Signals - Construct	N/A	HSIP (100%)	\$330,750	\$0	\$330,750
YU-24-02D	Bus Pull-Outs (Avenue A at 16th St.)	Two far-side bus pull-outs on Avenue A at 16th St.	FFC-3U	CRP	\$4,715	\$285	\$5,000
YU-24-02D	Bus Pull-Outs (Avenue A at 16th St.)	Two far-side bus pull-outs on Avenue A at 16th St. ADOT Design Review Fee	FFC-3U	CRP	\$28,290	\$1,710	\$30,000
YU-24-03D	Shared-Use Pathway East Wetland Park	Pathway East Wetland Park to Pacific Avenue	N/A	CRP	\$28,290	\$1,710	\$30,000
YU-24-03D	Shared-Use Pathway East Wetland Park	Pathway East Wetland Park to Pacific Avenue ADOT Design Review Fee	N/A	CRP	\$28,290	\$1,710	\$30,000
FY 2025 Projects							
YU-24-03C	Shared-Use Pathway East Wetland Park	Pathway East Wetland Park to Pacific Avenue	N/A	CRP	\$202,745	\$12,255	\$215,000
YU-24-02C	Bus Pull-Outs (Avenue A at 16th St.)	Two far-side bus pull-outs on Avenue A at 16th St.	FFC-3U	CRP	\$63,181	\$3,819	\$67,000

Yuma County Projects							
TIP No.	Project Name/Location	Project Description	Func/Class	Fund Type	Fed \$ or HURFX \$	Local \$	Total \$
FY 2024 Projects							
YC-24-04D	Co. 14th St at Ave G	Traffic Signal and Left-Turn Lanes - Design	FFC-5U	HSIP (100%)	\$306,450	\$0	\$306,450
YC-24-05D	US-95 at Ave C	Traffic Signal - Design	FFC-3U	HSIP (100%)	\$283,750	\$0	\$283,750
YC-24-06D	Pathway-Avenue B to Avenue C /West Main Canal	Shared Pathway at West Main Canal- Avenue B to C	N/A	CRP	\$170,000	\$10,275	\$180,275
YC-24-06D	Pathway-Avenue B to Avenue C /West Main Canal	Shared Pathway at West Main Canal- Avenue B to C ADOT Design Review Fee	N/A	CRP	\$30,000	\$1,813	\$31,813
ADOT							
YC-24-05C	US-95 at Ave C	Traffic Signal - Construct	FFC-3U	HSIP (100%)	\$716,756	\$0	\$716,756
FY 2026 Projects							
YC-24-11X2	Ave 3E Bridge over 'A' Canal (0.2 mile)	Bridge Replacement - Construct (HURF Swap, 2 of 2)	FFC-5U	HURFX	\$225,123	\$0	\$225,123
YC-24-04C	Co. 14th St at Ave G	Traffic Signal and Left-Turn Lanes - Construct (2 of 2)	FFC-5U	HSIP	\$471,245	\$28,485	\$499,730
YC-24-06C	Pathway-Avenue B to Avenue C /West Main Canal	Shared Pathway at West Main Canal- Avenue B to C	N/A	CRP	\$536,752	\$32,444	\$569,196

It is recommended to change the TIP ID for project SL-24-01 HSIP, US95-County 20 ½ to County 22nd in the City of San Luis since the same TIP ID is being used for the Cesar Chavez Boulevard project. The recommendation is to change the TIP ID for the US95-County 20 ½ to County 22nd to SL-24-02. (See specific table changes to the TIP below highlighted in red).

City of San Luis Projects							
TIP No.	Project Name/Location	Project Description	Func/Class	Fund Type	Fed \$ or HURFX \$	Local \$	Total \$
SL-23-06C2	10th Ave at Los Alamos St	Curve Realignment - Construct	FFC-6U	HSIP	\$1,310,638	\$79,222	\$1,389,860
SL-24-01D1	Cesar Chavez (Juan Sanchez) Blvd: US-95 to Ave E 1/2 (4.7 miles)	Widen Roadway (2 to 4 lanes) - Design (1 of 2)	FFC-3U	Fed Earmark	\$1,200,000	\$127,534	\$1,327,534
SL-24-01D1	Cesar Chavez (Juan Sanchez) Blvd: US-95 to Ave E 1/2 (4.7 miles)	Widen Roadway (2 to 4 lanes) - Design (2 of 2)	FFC-3U	AZ Smart	\$0	\$2,787,435	\$2,787,435
SL-24-01D	US-95: Co. 20 1/2 St to Co. 22nd St	Raised Median - Design	FFC-3R	HSIP	\$449,528	\$27,172	\$476,700
SL-24-02D	US-95: Co. 20 1/2 St to Co. 22nd St	Raised Median - Design	FFC-3R	HSIP	\$449,528	\$27,172	\$476,700
FY 2025 Projects							
SL-24-01C	Cesar Chavez (Juan Sanchez) Blvd: US-95 to Ave E 1/2 (4.7 miles)	Widen Roadway (2 to 4 lanes) - Construct	FFC-3U	AZ Leg	\$33,000,000	\$0	\$33,000,000
FY 2026 Projects							
SL-24-01C	US-95: Co. 20 1/2 St to Co. 22nd St	Raised Median - Construct	FFC-3U	HSIP	\$1,683,019	\$101,731	\$1,784,750
SL-24-02C	US-95: Co. 20 1/2 St to Co. 22nd St	Raised Median - Construct	FFC-3U	HSIP	\$1,683,019	\$101,731	\$1,784,750

The funding type for the design of two existing ADOT projects has changed. The design of US Highway 95 from Wellton-Mohawk Canal to Aberdeen Road will be replaced with two new TIP projects using AZ SMART funding and the RAISE Grant. (See specific table changes to the TIP below, highlighted in gray projects that will be removed and highlighted in yellow the new projects).

Arizona Department of Transportation (ADOT) Projects							
TIP No.	Project Name/Location	Project Description	Func/Class	Fund Type	Fed \$ or HURFX \$	Local \$	Total \$
FY 2024 Projects							
DOT-23-04D	US-95: Imperial Dam Rd to Aberdeen Rd	Widen Road - Design	FFC-3R	AZ Leg	\$4,250,000	\$0	\$4,250,000
DOT-23-05D	US-95: Wellton-Mohawk Canal to Imperial Dam Rd	Widen Road - Design	FFC-3R	AZ Leg	\$8,000,000	\$0	\$8,000,000
DOT-23-03C	US 95: MP 44.1 to 54	Rehabilitate Pavement - Construct	FFC-3R	NHPP	\$13,153,223	\$795,052	\$13,948,275
DOT-24-01D	US 95, Wellton-Mohawk Canal to Imperial Dam Rd.	Widen Road - Design	FFC-3R	AZ SMART	\$0	\$3,750,000	\$3,750,000
DOT-24-02D	US 95, Wellton-Mohawk Canal to Aberdeen Rd	Widen Road - Design	FFC-3R	RAISE	\$8,500,000	\$0	\$8,500,000
		FY 2024 ADOT Totals			\$21,653,223	\$795,052	\$26,198,275

Additionally, remove the duplicate lines for YCIPTA in FY2027 and 2028. These items are listed twice in the FY2027 and FY2028 YMPO transit projects. (See specific table changes to the TIP below highlighted in yellow).

FY2024-28 YMPO TRANSIT PROJECTS

FEDERAL FISCAL YEAR 2027 (10/01/2026 - 9/30/2027)								
YMPO-27-01	YCIPTA	YCIPTA Maintenance Facility Lease	Capital	5307	FY 2025/26	\$27,664	\$6,916	\$34,580
YMPO-27-02	YCIPTA	YCIPTA Transit Operations	Operations	5307	FY 2025/26	\$924,644	\$924,644	\$1,849,287
YMPO-27-03	YCIPTA	YCIPTA Preventive Maintenance	Capital	5307	FY 2025/26	\$350,043	\$87,511	\$437,554
YMPO-27-04	YCIPTA	YCIPTA Employee Training	Capital	5307	FY 2025/26	\$4,091	\$1,023	\$5,114
YMPO-27-05	YCIPTA	YCIPTA ADA Operations	Capital	5307	FY 2025/26	\$84,156	\$21,039	\$105,195
YMPO-27-06	YCIPTA	YCIPTA 3rd Party Contractual	Capital	5307	FY 2025/26	\$151,158	\$37,790	\$188,948
YMPO-27-07	YCIPTA	YCIPTA Maintenance Facility Lease	Capital	5307	FY 2025/26	\$27,664	\$6,916	\$34,580
YMPO-27-08	YCIPTA	YCIPTA Transit Operations	Operations	5307	FY 2025/26	\$924,644	\$924,644	\$1,849,287
YMPO-27-09	YCIPTA	YCIPTA Preventive Maintenance	Capital	5307	FY 2025/26	\$350,043	\$87,511	\$437,554
YMPO-27-10	YCIPTA	YCIPTA Employee Training	Capital	5307	FY 2025/26	\$4,091	\$1,023	\$5,114
YMPO-27-11	YCIPTA	YCIPTA ADA Operations	Capital	5307	FY 2025/26	\$84,156	\$21,039	\$105,195
YMPO-27-12	YCIPTA	YCIPTA 3rd Party Contractual	Capital	5307	FY 2025/26	\$151,158	\$37,790	\$188,948
YMPO-27-13	ADOT	YCIPTA Rural Administration	Administration	5311	FY 2025/26	\$387,334	\$96,834	\$484,168
YMPO-27-14	ADOT	YCIPTA Rural Operations	Intercity	5311/ 5311(f)	FY 2025/26	\$479,787	\$347,432	\$827,219
YMPO-27-15	ADOT	YCIPTA Rural Operations	Operations	5311/ 5311(f)	FY 2025/26	\$393,622	\$285,037	\$678,659
YMPO-27-16	ADOT	YCIPTA Rural Maintenance and Capital	Capital	5311	FY 2025/26	\$145,861	\$36,465	\$182,326
YMPO-27-17	YCIPTA	YCIPTA Various Capital Purchases	Capital	STBG-Flex	FY 2025/26	\$176,463	\$10,666	\$187,129
					FY TOTAL	\$4,666,578	\$2,934,277	\$7,600,856
FEDERAL FISCAL YEAR 2028 (10/01/2027 - 9/30/2028)								
YMPO-28-01	YCIPTA	YCIPTA Maintenance Facility Lease	Capital	5307	FY 2026/27	\$29,047	\$7,262	\$36,309
YMPO-28-02	YCIPTA	YCIPTA Transit Operations	Operations	5307	FY 2026/27	\$970,876	\$970,876	\$1,941,752
YMPO-28-03	YCIPTA	YCIPTA Preventive Maintenance	Capital	5307	FY 2026/27	\$367,545	\$91,886	\$459,432
YMPO-28-04	YCIPTA	YCIPTA Employee Training	Capital	5307	FY 2026/27	\$4,295	\$1,074	\$5,369
YMPO-28-05	YCIPTA	YCIPTA ADA Operations	Capital	5307	FY 2026/27	\$88,364	\$22,091	\$110,455
YMPO-28-06	YCIPTA	YCIPTA 3rd Party Contractual	Capital	5307	FY 2026/27	\$158,716	\$39,679	\$198,395
YMPO-28-07	YCIPTA	YCIPTA Maintenance Facility Lease	Capital	5307	FY 2026/27	\$29,047	\$7,262	\$36,309
YMPO-28-08	YCIPTA	YCIPTA Transit Operations	Operations	5307	FY 2026/27	\$970,876	\$970,876	\$1,941,752
YMPO-28-09	YCIPTA	YCIPTA Preventive Maintenance	Capital	5307	FY 2026/27	\$367,545	\$91,886	\$459,432
YMPO-28-10	YCIPTA	YCIPTA Employee Training	Capital	5307	FY 2026/27	\$4,295	\$1,074	\$5,369
YMPO-28-11	YCIPTA	YCIPTA ADA Operations	Capital	5307	FY 2026/27	\$88,364	\$22,091	\$110,455
YMPO-28-12	YCIPTA	YCIPTA 3rd Party Contractual	Capital	5307	FY 2026/27	\$158,716	\$39,679	\$198,395
YMPO-28-13	ADOT	YCIPTA Rural Administration	Administration	5311	FY 2026/27	\$406,701	\$101,675	\$508,376
YMPO-28-14	ADOT	YCIPTA Rural Operations	Intercity	5311/ 5311(f)	FY 2026/27	\$503,777	\$364,804	\$868,580
YMPO-28-15	ADOT	YCIPTA Rural Operations	Operations	5311/ 5311(f)	FY 2026/27	\$413,304	\$299,289	\$712,592
YMPO-28-16	ADOT	YCIPTA Rural Maintenance and Capital	Capital	5311	FY 2026/27	\$153,154	\$38,289	\$191,443
YMPO-28-17	YCIPTA	YCIPTA Various Capital Purchases	Capital	STBG-Flex	FY 2026/27	\$185,286	\$11,200	\$196,485

PUBLIC INPUT:

There has been limited public input on this subject, to date.

ACTION NEEDED:

This item is on the agenda for information, discussion, and possible action to approve the FY 2024-28-YMPO TIP Amendment #2 by the Executive Board.

CONTACT PERSON: Fernando Villegas, Senior Transportation Planner

YMPO INFORMATION SUMMARY for Agenda Item #6

FY 2026-2049/50 YMPO Long-Range Transportation Plan (LRTP)

DATE: September 28, 2023

SUBJECT: FY 2026-2049/50 YMPO Long-Range Transportation Plan (LRTP) RFP

SUMMARY:

Metropolitan Planning Organizations (MPOs), like YMPO are required to develop and publish a LRTP every four or five years, depending on the Air Quality status of the region. Federal guidelines describe, in detail, what the LRTP must cover under 23 Code of Federal Regulations, Part 450, Paragraphs 306 (Scope), 314 (Agreements), and 324 (Development and Content).

The time frame for the current FY 2022-2045 YMPO Regional Transportation Plan (RTP) ends on June 30, 2025, so YMPO needs to have a new LRTP in place, by then.

YMPO would like to start the process by preparing the Request for Proposal (RFP). The RFP will be reviewed by the Technical Advisory Committee (TAC) Members. The tentative schedule for release is October 5th, 2023.

This plan provides a vision for the region's future transportation needs and guides the investment of public funds in transportation facilities over the next 20 years.

The update shall include, but not limited to:

- The current and projected transportation demand of persons and goods.
- Existing and proposed transportation facilities including pedestrian walkway and bicycle.
- Performance measures and performance targets.
- Improvements to the performance of existing transportation facilities to relieve vehicular congestion and maximize safety and mobility of people and goods.
- Transportation and transit enhancement activities.
- Air Quality Conformity.
- Financial Plan.

PUBLIC INPUT:

No members of the public have commented on this request, to date.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: The LRTP is normally the largest single, most costly, effort that YMPO is required to implement. The possibility that U.S. Census finds the region to be a Transportation Management Area (TMA) where the count shows a population of greater than 200,000, in the Urbanized Area.

POLICY: The LRTP is one of six required responsibilities listed in the YMPO By-Laws. The remaining responsibilities are production of a Transportation Improvement Program (TIP); a Title VI Report; a Unified Planning Work Program; an Audit and Air Quality Conformity Analyses.

ACTION NEEDED:

This item is on the agenda for information, discussion, and comments. Based on comments by members, revisions to the RFP may be implemented.

CONTACT PERSON:

Fernando Villegas, Senior Transportation Planner 928-783-8911

YMPO INFORMATION SUMMARY for Agenda Item 7

YMPO Legal Counsel Services Status

DATE: September 28, 2023

SUBJECT: YMPO Legal Counsel Services Status

SUMMARY:

Last year, YMPO Board made the decision to continue the legal services with Benesch, Shadle, & White, PLC for one year via an amendment to the existing contract after the announcement of YMPO's long term attorney Wayne C. Benesch retirement. The amendment term ends on December 31, 2023. YMPO last advertised for Legal Services in 2017 and only received one proposal by Byrne and Benesch, P.C. and contracted for a three-year term that ended on December 31, 2020. The contract was renewed for an additional two-year term with a merged company name of Benesch, Shadle & White, PLC which ended on December 31, 2022.

Currently, the Legal Counsel contract with Benesch, Shadle, & White, PLC is represented by managing partner Trevor White and Associate Attorney Elizabeth Punpayuk who offered to continue to serve the firms' existing clients after Mr. Benesch departure. The current contract does not expressly permit renewal, nor does it prohibit it. However, in order to stay aligned with the YMPO Policies and Procedures regarding procurement of services and contract limitations it would be advisable for the Board to advertise for Legal Services through a Request for Proposals.

The procedure for finding a replacement company and/or to renew the existing contract would be:

1. To advertise, for a period of between two to four weeks, a Request for Services for Legal Representation based on a request for proposals (RFP) developed by YMPO staff (see the wording of a proposed letter and a RFP scope of work, attached);
2. To review the submitted Proposals and present the top five ranked RFPs to the Executive Board for review and selection;
3. To notify the candidate and/or companies concerned regarding the outcome and finalize contract negotiations.

PUBLIC INPUT:

No members of the public have addressed the Executive Board on this subject.

PROS & CONS:

PROS: Members will have an opportunity to review possible new proposers for legal services to YMPO.

CONS: None. The Board may decide to renew the contract with the current company.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: Although previous legal counsel Wayne Benesch has fully retired, he's worked closely with the current representation at Benesch, Shadle, and White and all YMPO records remain with the firm. The current company has several years of experience in representing YMPO in a wide variety of subjects.

POLICY: The proposed action meets all current policy guidelines.

ACTION NEEDED:

This item is on the agenda for information, discussion, and possible action to authorize the Executive Director to advertise for Legal Services or to possibly renew or terminate the current contract with Benesch, Shadle & White, PLC.

Members are requested to review and discuss the proposed scope of work and to possibly take action to authorize the development of an RFP.

PRIOR BOARD/COMMITTEE ACTIONS:

None recently.

CONTACT PERSON:

Crystal Figueroa, Executive Director, 928-783-8911

Attachment # 1 to YMPO Executive Board Information Summary
Proposed Letter for Legal Services

Dear Individual or Company,

The following letter is a request from the Yuma Metropolitan Planning Organization (YMPO) for quotes for legal services. YMPO is seeking professional services on a contract basis for a three-year period. A copy of the activities or a scope of work is attached.

The Attorney shall identify the cost per hour, the hourly rate of staff, the cost per item, and the firm's qualifications. The proposing Firm shall be in good standing with the Arizona Bar Association and demonstrate at least five years of experience in transactional law. Such experience must include representation of a non-profit corporation, local government, or political subdivision that administers federal grants.

If a multi-person firm responds, the person assigned to the YMPO should meet the above requirements. Proposer shall list the name of the person assigned in its response and hourly rates. Knowledge of the OMB Circulars is necessary and demonstrated direct experience in working with a non-profit political subdivision funded by federal grant programs, especially regarding transportation.

If you should have any questions concerning this request, please contact me at your convenience. Legal services are not expected to exceed \$10,000 per year. Costs charged to YMPO will be on a request-based service and will require authorization of charge for service by the YMPO Executive Director.

Please forward your proposal no later than **deadline**.

Yours Sincerely,

Crystal Figueroa
Executive Director

Attachment # 2 to YMPO Executive Board Information Summary

Proposed Scope of Work for Legal Services

Upon Request:

- Provide general legal advice to YMPO Executive Board or Executive Director on routine matters via telecommunication, email, or in person.
- Respond to YMPO Board inquiries by providing legal advice.
- Attend YMPO Executive Board Meetings, Technical Advisory Board Meeting, and Staff Meeting.
- Review, consult, and approve complicated and possible controversial YMPO Executive Board and Executive Director Correspondence.
- Represent the YMPO in the administration of all claims and litigation filed by or against it; provided, however, that special counsel may be retained to defend or prosecute actions requiring special expertise; further if outside counsel shall be retained in the event of a conflict of interest, which disqualifies the attorney(s) from such representation.
- Monitor activities of any special counsel retained by the YMPO.
- Perform legal research and develop legal opinions YMPO Executive Board or Executive Director. Legal opinions shall be prepared in a summarized written format suitable for presentation to the YMPO Executive Board, and incorporating in YMPO agenda packets.
- Review, consult, and approve for legal sufficiency continuing and proposed YMPO contracts, bylaws, and service agreements (including inter-governmental agreements, grant agreements, etc.)
- Assist the YMPO in federal and state grant process.
- Advise and assist Executive Board or Executive Director in responding to claims and complaints regarding violations of civil rights, both federal and state.
- Monitor the annual session of the Legislature to identify, analyze and track the passage of bills of interest to the YMPO
- Provide legal advice and counsel to YMPO Executive Board and Executive Director to ensure compliance with Federal, State, and local statutes, rules and regulations. This may require presentations by the Legal Counsel to the YMPO Board if, and when, needed.
- Initiate and conduct discovery including depositions on behalf of the YMPO and represent the YMPO in discovery initiated by opposing parties.
- Represent the YMPO before any Boards, Commissions, Courts, or Tribunals, when necessary.
- Prepare draft bills that may be recommended by the YMPO Board and ensure their distribution to local legislative delegation and appropriate committees or sub committees.
- Act as an intermediary between the YMPO and counsel for other agencies or legal entities.
- Perform other legal services if, and when, needed.

YMPO INFORMATION SUMMARY for Agenda Item 8

FY 2024-25 YMPO UPWP and Annual Budget

DATE: September 28, 2023

SUBJECT: FY 2024-25 YMPO Unified Planning Work Program (UPWP) and Annual Budget.

SUMMARY:

The FY 2024-25 YMPO UPWP and Annual Budget (UPWP/B) was approved by the Board on May 25, 2023, but a detailed budget was only provided for the first year (FY 2024-25). As the UPWP covers two years, some changes are being proposed and will be forwarded to members at a future Board meeting for consideration and possible approval.

As members are aware, the precise amount of carried forwards and federal funding is not fixed during the time-period in which the UPWP is being developed, so financial changes are often made during the year. These changes will be provided in more detail when action is considered.

This procedure will allow members to consider what guidance they may want to provide to YMPO staff on the subjects in question. In general, the items cover:

- (1) Amendments to the budget to reflect the accurate carry-forward of federal transportation planning funds and regional funds within the program
- (2) The possible allocation of funds to the Safety Study, Roads of Regional Significance, Complete Streets, and the Long Range Transportation plan.
- (3) Changes to YMPO staff salaries at the beginning of fiscal year 2024.

PUBLIC INPUT:

No members of the public have addressed either YMPO staff members, the Technical Advisory Committee or the Executive Board on these subjects.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: The two-year time frame for the UPWP is a new step. Funding limitations tend to limit the types of projects that are now clearer than when the UPWP was being developed. In addition, carry forward balances are being confirmed, and some additional work is being proposed.

POLICY: There are no policy implications at this stage, except that the final version of the UPWP needs to be fiscally constrained to reasonably available funding sources.

ACTION NEEDED:

This item is on the agenda for information and discussion only at this stage. Any revisions to the current UPWP and the Annual Budget for FY 2024-25 will occur at a future meeting.

PRIOR BOARD/COMMITTEE ACTIONS:

At a meeting on May 25, 2023, the Board approved the FY 2024-25 YMPO UPWP and Annual Budget (UPWP/B).

CONTACT PERSON:

Blenda Dale, Accountant II/ Executive Assistant, 928-783-8911