



YMPO EXECUTIVE BOARD REGULAR MEETING AGENDA

EXECUTIVE BOARD
Regular Meeting
Thursday, May 29, 2025
3:30 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	Maria Cecilia Cruz, Councilmember, City of San Luis
Vice-Chair	Wynnie Ortega, Councilmember, Cocopah Indian Tribe
Secretary/Treasurer	Luis Galindo, Councilmember, City of Somerton
Member	Cecilia McCollough, Councilmember, Town of Wellton
Member	Martin Porchas, Board of Supervisors, Yuma County
Member	Darren Simmons, Board of Supervisors, Yuma County
Member	Art Morales, Councilmember, City of Yuma
Member	Karen Watts, Councilmember, City of Yuma
Member	Carol Smith, Deputy Mayor, City of Yuma
Member	Sam Elters, State Transportation Board, ADOT

In the event the GoTo Meeting platform has a service outage, the meeting will be held using the following dial-in conferencing information: Dial-In telephone number: (605) 313-5852, Access Code: 5852215#.

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.
Lourdes (Lulu) Lopez, 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 April 24, 2025, Board Meeting Minutes.
- B. YMPO Income/Expenditure Report for April 2025.

A copy of the draft minutes of the Regular Board meeting from April 24, 2025, regular Board meeting minutes from April 24, 2025, will accompany this agenda. Members will have the opportunity to review, report any changes, and/or approve the minutes. The April 2025 financial report is also expected to accompany this agenda and will be available for comment.

This item is on the agenda for information, discussion, and possible action to approve the Consent Agenda. Copies of the draft minutes and financial report are attached as Items 4A and 4B, respectively.

5. FY 2025 Defense Community Infrastructure Program (DCIP) Grant Opportunity

In April, YMPO staff informed the Board about the FY 25 2025 DCIP grant opportunity from the Department of Defense (DOD). This competitive grant program supports local infrastructure projects that enhance the quality life for military personnel and improve the resilience of communities surrounding military installations. While a Notice of Funding Opportunity was originally expected in April, its release is delayed pending congressional funding action. Despite the delay, eligible applicants are encouraged to start drafting their proposals to ensure timely submissions once the grant opens. Staff will provide additional details on the prior approved budget for such efforts and answer any questions by the Board.

This item is on the agenda for information, discussion and possible action to authorize the Executive Director to enter into a contract for a DCIP Grant for US 95. Ms. Figueroa will present this item, and further information is included in the information summary as item 5.

6. Draft YMPO Travel Policy

Currently, YMPO staff and vendors comply with the state policies for travel expenses using the State of Arizona Accounting Manual (SAAM) section 50.65 Vendor Travel, section 50.95 Reimbursement rates. Under the new Joint Project Agreement (JPA) for FY 2026-27 with ADOT, all MPO's now must have an adopted Travel Policy consistent with executed JPA. A draft document is included for review and comment.

This item is on the agenda for information, and discussion only at this stage. YMPO Accountant/Executive Assistant Lulu Lopez and Administrative Assistant/Bookkeeper Lucia Zamudio will present this item, further information is available in an information summary as Item 6.

7. FY 2024-25 YMPO Unified Planning Work Program (UPWP) Amendment #8

The FY 2024-23 YMPO UPWP was initially approved on May 25, 2023, and since then, it has been amended seven times, most recently on December 14, 2024. Amendment #8 contains reallocation of funds to ensure proper expenditure reporting.

This item is on the agenda for information, discussion, and possible action to approve the FY 2024-2025 YMPO UPWP Amendment #8. Ms. Figueroa will present this item; further details are provided in information summary 7.

8. FY 2026 and 2027 YMPO Unified Planning Work Program (UPWP) Adoption

During the previous Board meeting, members were presented with an Initial Draft of the FY 2024-25 UPWP, a two-year program that indicates the anticipated expenditures YMPO staff expect to need to complete the next two years' regional transportation planning efforts. Staff from the Federal Highway Administration, the Federal Transit Administration, and ADOT participated in a teleconference with YMPO staff on April 2, 2025, during which YMPO presented the Initial Draft UPWP to them for their comment. We have received some comments from the reviewers and have included the majority of those comments in the Final Draft UPWP, which is being presented to the Executive Board for possible approval.

The UPWP includes draft budgets for the next two years, but approval includes only the budget for the first year, FY 2025-26.

This item is on the agenda for information, discussion, and possible action to adopt the FY 2026-2027 YMPO UPWP and Annual Budget. Ms. Figueroa will present this item; further information is available in an information summary as Item 8 to include Final Draft UPWP.

9. Transportation Alternatives (TA) Program Projects Submitted

The TA Program set-aside provides funding to support smaller-scale alternative transportation projects in Greater Arizona. These projects aim to improve safety, connectivity, and equity for all users of the on-road network. The TA screening application process closed on May 5, 2025. YMPO provided two letters of support; staff will provide an overview of the submitted projects and the anticipated timeline moving forward.

This item is on the agenda for information and discussion only. Jeff Heinrichs, YMPO IT Manager/Associate Planner, will present this item, and further details are contained in information summary 9.

10. YMPO Director's Evaluation

At the February 2025 Executive Board meeting, the Board appointed the Performance Evaluation Subcommittee, consisting of Chairwoman Maria Cecilia

Cruz, Councilmember Luis Galindo, and Deputy Mayor Smith. In the prior year, the Board determined that staff performance evaluations and any related pay scale adjustments would be most effective if conducted in June each year and/or on each employee's anniversary date, depending on their hire or promotion date. This schedule aligns with the fiscal year budget cycle, allowing any approved salary adjustments to take effect at the start of the new fiscal year in July.

As part of this process, the Evaluation Subcommittee will determine an evaluation date before the next Board meeting. The Performance Evaluation Subcommittee will then conduct the assessment and present its findings to the full Board during Executive Session. At that time, the Board will consider whether a salary adjustment for the Director is appropriate and, if so, decide on the amount.

This item is on the agenda for information, and discussion only at this stage. Ms. Figueroa will present this item, further information is available in an information summary as Item 10.

11. 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 the attached information summary.

- A. Staff Reports - Future Meetings.
- B. TAC Minutes.
- C. Conference Updates (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.

12. 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. Transportation Alternatives Program
- B. YMPO Travel Policy Adoption
- C. Roads of Regional Significance (RORS) Kick-Off
- D. Possible RTAC Regional Project Priority List for 2026 Legislation
- E. 2025 Transportation Policy Summit
- F. FY 2025 Audit Schedule
- G. RTAC Legislative Update
- H. YMPO Executive Director's Evaluation

15. Progress Reports.

Members and staff will update the Board on the progress of ongoing projects and other recent events:

- a. Apr 28 – RTAC Board Meeting (CF)
- b. Apr 28 – Traffic Count BKM Meeting (JH)
- c. Apr 28 – RTAC Board Meeting (FV)
- d. Apr 28 – Title VI Member Tracker Training (LL, JR)
- e. Apr 29 – Yuma MPO LRTP Update (FV, JH, CF)
- f. Apr 30 – RORS Kick Off Meeting (CF, JH, FV)
- g. May 1 – City of Yuma I-8 Interchange at Ave 81/2 E Design Concept Report – AZ SMART (JH, FV, CF)
- h. May 1 – Yuma Fire Extinguisher Update (JR)
- i. May 1 – Yuma TMP Bi-Weekly Check-In (JH, FV)
- j. May 1 – Outlook Calendar Possible Automation Meeting (LL, JH)
- k. May 5 – Staff Meeting (ALL)
- l. May 5 – YMPO CSCS Monthly Check-In (CF, FV, JH)
- m. May 5 – YMPO Travel Policy Development Kick Off Meeting (LL, LZ)
- n. May 6 – DEBRIEF- Yuma MPO RORS CivTech (CF, JH)
- o. May 6 – Internal YMPO Audit of Personnel Files HR (LL, LZ)
- p. May 7 – PPAC Meeting (CF)
- q. May 7 – YRBC Website Update Discussion (JR, H)
- r. May 8 – TAC Meeting (ALL)
- s. May 8 – US 95 Roundabout Meeting w/ADOT-Supervisor Simmons (CF, FV, JH)
- t. May 8 - Yuma MPO LRTP Update – PMT Meetings (JH, FV, CF)
- u. May 12 – 5310 RMC Meeting (JR)
- v. May 12 – ADOT / YMPO Coordination Meeting (CF, JH, FV)
- w. May 12 – FHWA Planning and Research Grants: Program Administration Training (LL)
- x. May 12 – Yuma Regional Bicycle Coalition (In-Person) (JR)
- y. May 13 – YMPO LRTP Update- PMT Meeting – (JH, FV)
- z. May 13 – 5310 Meeting w/Crossroads (JR)
- aa. May 13 – DCIP Webinar (JH)
- bb. May 13 – LPA/DBE Convo with Genine Sullivan (JR)
- cc. May 14 – Form I-9 Overview Training (LL)
- dd. May 15 – AZ Incoming Planner Information Exchange (JR, JH, FV)
- ee. May 15 – 2025 State Policy Trends: (What HR needs to know) (LZ, LL)
- ff. May 15 – Yuma TMP-Bi-Weekly check in (FV, JH)
- gg. May 19 – RTAC Board Meeting (CF, FV)
- hh. May 19 – CTS Meeting (CF, FV)
- ii. May 20 – MSM Asphalt Quote and Scope of Work Clarification Update (LZ, JR, CF)
- jj. May 20 – Yuma PM10 SIP Update Meeting (CF, FV)

- kk. May 22 – Yuma Transportation Master Plan Steering Committee Meeting (FV, GF, JH)
- ll. May 22 – Meeting with Achieve Human Services for Janitorial Procurement for office (JR)
- mm. May 26 – Traffic Count BKM Meeting (JH)
- nn. May 27 - Yuma MPO LRTP Update - PMT Meeting (CF, JH, FV)
- oo. May 28 – Transportation Alternatives TAC Meeting #2 (JH, CF)
- pp. May 29 – Yuma TMPO Bi-Weekly check in (FV, JH)
- qq. May 29 – YMPO Executive Board Meeting (ALL)

16. 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 2025 Meetings

Future meetings will continue 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. In general, meetings will be the last Thursday of each month, and the next two meetings are tentatively scheduled for June 26 and July 31, 2025.



YMPO EXECUTIVE BOARD DRAFT MEETING MINUTES

EXECUTIVE BOARD
Regular Meeting
Thursday, April 24, 2025
3:30 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

1. Call to Order and the Pledge of Allegiance.

The Yuma Metropolitan Planning Organization (YMPO) Chairwoman, City of San Luis Councilmember, Maria Cecilia Cruz, called the YMPO Executive Board (the Board) meeting to order at 3:35 p.m., and asked Ms. Ortega to lead, and the Board to join her, in reciting the Pledge of Allegiance.

2. Roll Call Attendance and Declaration of Votes.

The YMPO Accountant II/Executive Assistant, Lulu Lopez, called the roll as follows:

YMPO Executive Board Members Present:

Chairwoman	Maria Cecilia Cruz, Councilmember, City of San Luis ^
Vice-Chair	Wynnie Ortega, Councilmember, Cocopah Indian Tribe ^
Member	Cecilia McCollough, Councilmember, Town of Wellton ~
Member	Darren Simmons, Board of Supervisors, Yuma County ^
Member	Arturo Morales, Councilmember, City of Yuma ^
Member	Sam Elters, Arizona State Transportation Board, ADOT ~
Member	Karen Watts, Councilmember, City of Yuma ^

^ Attended in person.

~ Participated by teleconference.

As of the six constituent member agencies who were present, the quorum requirement was met.

YMPO Executive Board Members Absent

Secretary/Treasurer	Luis Galindo, Councilmember, City of Somerton *
Member	Martin Porchas, Board of Supervisors, Yuma County *
Member	Carol Smith, Deputy Mayor, City of Yuma #

Not present, but was represented by proxy by another member, or attendee.

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

Other Attendees Present:

Iqbal Hossain, Deputy Director ADOT

YMPO Staff Present:

Crystal Figueroa	Executive Director
Fernando Villegas	Senior Transportation Planner
Jesus Aguilar, Jr	Mobility Manager
Lourdes Lopez	Accountant II/Executive Assistant
Jeffery Heinrichs	IT Manager/Associate Planner
Lucia Zamudio	Administrative Assistant/Bookkeeper

Declaration of Votes

Councilmember Art Morales declared he would exercise all 5 votes for the City of Yuma.

At 3:37 PM, Councilmember Arturo Morales informed the Board that he would be present for only the initial 20 minutes of the meeting. He inquired about the potential impact of his early departure on the five votes he had just declared on behalf of the City of Yuma.

In response, Ms. Figueroa stated that, given the absence of other City of Yuma representatives, the Board would proceed by addressing action items first to ensure that the City's votes were appropriately represented during Mr. Morales's attendance.

3. Title VI Declaration and Call to the Public.

The Chairwoman called on Jesus Aguilar, Jr., YMPO Mobility Manager, who read the YMPO Title VI obligations.

No members of the public were present to address the Board.

4. Consent Agenda.

- A. Approval of February 27, 2025, Board Meeting Minutes
- B. Approval of Postpone March 27, 2025, Board Meeting Minutes to April 3, 2025
- C. YMPO Income/Expenditure Report for March 2025.

MOTION: Mr. Morales moved to approve both items of the consent agenda as presented. Supervisor Simmons seconded, and the motion was unanimously approved.

Ms. Figueroa addressed the Board, stating that although Mr. Morales would be departing the meeting early, a quorum would remain present. Therefore, the

meeting would proceed according to the original agenda, without the need to prioritize action items.

5. ADOT Tentative FY 2026-2030 Facilities Construction Program

Ms. Figueroa introduced Mr. Iqbal Hossain, Deputy Director of the Arizona Department of Transportation (ADOT), who provided an overview of ADOT's Tentative 2026–2030 Five-Year Transportation Facilities Construction Program. The program, released on March 3, 2025, outlines a \$12.7 billion investment plan for transportation infrastructure across Arizona, including projects funded in District 6. Mr. Hossain highlighted key initiatives aimed at pavement preservation, highway expansion, and safety enhancements. He also noted that the public comment period for the tentative program will remain open until 5:00 p.m. on May 23, 2025. Stakeholders are encouraged to submit feedback through various channels, including online forms, email, phone, mail, or by attending the State Transportation Board's public hearing scheduled for May 16, 2025.

Ms. Figueroa inquired about the underlying causes of the funding gap in the Arizona Department of Transportation's (ADOT) Tentative 2026–2030 Five-Year Transportation Facilities Construction Program. In response, Deputy Director Iqbal Hossain explained that the funding shortfall is primarily due to the discrepancy between projected transportation needs and available revenues. Specifically, while the program outlines \$12.7 billion in planned investments, the long-term projections indicate that funding needs will exceed \$231 billion through 2050, highlighting a significant gap. This gap underscores the importance of strategic allocation of limited resources and the necessity for additional funding sources to meet the state's transportation infrastructure demands.

Mr. Morales inquired whether the increasing prevalence of electric vehicles (EVs), which do not contribute to gas tax revenues, necessitates policy changes such as raising the gas tax or implementing alternative taxation methods for EVs to address funding gaps. Mr. Hossain responded that while EV owners currently pay registration fees, they do not contribute to fuel tax revenues. He noted that the Arizona Department of Transportation (ADOT) is actively collaborating with the legislature and the State Transportation Board to explore various options for generating additional transportation revenue, including evaluating practices adopted by other states. However, no final decisions have been made at this time. Mr. Morales then inquired whether the Arizona Department of Transportation (ADOT) possesses regional or project-specific data illustrating the \$231 billion in projected transportation needs, to better understand the geographic distribution of these requirements.

Mr. Hossain responded that while the Long-Range Transportation Plan evaluates the statewide system as a whole, specific regional breakdowns are

not detailed in the current presentation. He acknowledged the value of such information and indicated that ADOT can provide more detailed regional data upon request.

Mr. Elters then addressed the Board and emphasized the severity of Arizona's transportation funding shortfall, highlighting that the gap between available revenue and statewide infrastructure needs has reached a critical level. He noted that addressing this issue will require a multifaceted approach, including potential increases to the gas tax, implementation of taxes on electric and hybrid vehicles, and indexing the gas tax to inflation. He stressed that relying on a single solution would be insufficient given the magnitude of the funding challenges. Additionally, Mr. Elters referenced the Long-Range Transportation Plan, indicating that by 2029 or 2030, all available transportation revenue is projected to be allocated solely to system preservation, leaving minimal funds for expansion projects. He also pointed out a significant shift in the composition of the Highway User Revenue Fund (HURF), where the Vehicle License Tax (VLT) has surpassed the gas tax as the largest contributor which is a change attributed to the gas tax remaining unchanged for over 30 years. He concluded by underscoring the importance of statewide collaboration, involving all regions and districts, to address these pressing transportation funding issues.

It was at this time that Chairwoman Cruz announced the arrival of Councilmember Karen Watts from the City of Yuma at 3:37 p.m. Subsequently, Mr. Morales inquired about the appropriate procedure to transfer his proxy votes to Councilmember Watts, as he needed to depart from the meeting. He proposed a motion to formally assign his voting authority to Councilmember Watts for the remainder of the meeting.

Chairwoman Cruz inquired about a previous presentation she attended at the onset of her council tenure, wherein Arizona's road conditions were assigned a letter grade of 'D'. She questioned whether this assessment originated from the Arizona Department of Transportation (ADOT) and if a similar evaluation would be conducted in the future. Mr. Iqbal Hossain, Deputy Director at ADOT, sought clarification on the grading reference. Chairwoman Cruz explained that the grade was analogous to academic grading, intended to simplify understanding. Mr. Hossain confirmed that ADOT conducts presentations on pavement conditions and noted that most of Arizona's bridges are in very good condition, with approximately 98–99% rated as such. He acknowledged that while interstate highways are generally in good condition, some local roads are in poor condition. Overall, the system's health is good but declining due to revenue constraints, leading to a gradual deterioration from good to fair and poor conditions.

Chairwoman Cruz then invited Mr. Sam Elters, a member of the Arizona State Transportation Board, to comment. Mr. Elters clarified that the 'D' grade likely

originated from the American Society of Civil Engineers (ASCE) Arizona Chapter's Infrastructure Report Card. He noted that in recent years, the ASCE downgraded Arizona's infrastructure grade from a C or C- to a D, encompassing all transportation segments, including state highways and local networks. The grading considers both the condition of the infrastructure and the available revenue to meet needs. Mr. Elters emphasized that this assessment underscores the importance of collaborative efforts across all regions and districts to address the state's infrastructure challenges.

6. FY 2025 Defense Community Infrastructure Program (DCIP) Opportunity

Mr. Heinrichs provided an overview of the Defense Community Infrastructure Program (DCIP), a competitive grant initiative aimed at addressing deficiencies in community infrastructure supporting military installations. He highlighted that in Fiscal Year (FY) 2022, YMPO, in collaboration with the Arizona Department of Transportation (ADOT) and the Yuma Proving Ground (YPG), secured approximately \$13 million DCIP grant. This funding facilitated safety enhancements on U.S. Highway 95 (US 95) between Yuma and YPG. In FY 2024, YMPO submitted another DCIP application for \$15 million targeting further improvements on US 95. Despite positive feedback, the proposal was not selected for funding. Looking ahead to FY 2025, YMPO plans to apply for a \$10 million DCIP grant to construct a roundabout at the intersection of US 95 and Imperial Dam Road. This project aims to enhance safety and support military infrastructure. Preliminary steps include drafting the proposal and securing the endorsement from YPG Commander Colonel John Nelson and grant support by the ADOT executive grant team. Mr. Heinrichs noted that the current Unified Planning Work Program (UPWP) for FY 2024–2025 includes a transportation equity line item, previously approved by the Executive Board, to allocate local funds for discretionary grant opportunities supporting regional projects like the proposed US 95 improvements.

Councilmember Karen Watts inquired about the necessity of the proposed roundabout. Mr. Heinrichs explained that the current T-intersection lacks dedicated turn lanes, posing safety concerns, and that a roundabout would facilitate continuous traffic movement while reducing collision points.

Chairwoman Cruz questioned the cost, to which Mr. Heinrichs responded that the roundabout's estimated \$10 million cost aligns with DCIP grant parameters and is part of a broader corridor improvement plan.

Mr. Figueroa mentioned that \$33 million in state appropriations are allocated for the US 95 corridor, including the Imperial Dam and Aberdeen Road roundabouts. She emphasized that the DCIP grant would supplement this funding, allowing for reallocation of state funds to other corridor segments.

Supervisor Simmons expressed concerns about the suitability of roundabouts for heavy military equipment and the potential for increased accidents, citing local roundabouts that have posed challenges for drivers, especially winter visitors.

Ms. Figueroa acknowledged these concerns and stated that ADOT's District 6 Administrator, Paul Patane, is aware of them. She emphasized that the design is approximately 95% complete, but feedback would still be relayed.

Mr. Heinrichs explained that during previous discussions with ADOT, it was identified that the overall project was significantly underfunded, leaving a substantial funding gap. In exploring various funding opportunities, the DCIP grant surfaced as a viable option. He noted that several segments of the Highway 95 improvement project were considered for the grant application, including potential widening or an intersection such as Martino's Steak Road. Ultimately, the selected project segment aligned with the \$10 million funding threshold set by the DCIP grant, making it the most suitable candidate for submission. Mr. Heinrichs clarified that the decision was not made because the DCIP grant was specifically tied to this particular project segment, but rather because it matched the scope and funding criteria for the grant application.

Mr. Sam Elters, a civil engineer and member of the Arizona State Transportation Board, noted that roundabouts are effective in certain contexts, citing successful implementations on highways like US 93 and SR 179. He recommended obtaining input from the district engineer before making a final decision.

Supervisor Simmons asked if there is a record of accidents at the intersections in question. Staff suggested this may be addressed by the ADOT Southwest District Administrator, Mr. Paul Patane.

Mr. Elters stated he does not have the data on hand but noted that ADOT collects traffic counts and a previous report may contain the information. He added that Mr. Patane likely has access to the records or can obtain them.

Ms. Watts asked staff if there was time to consult about this before making a final decision to move forward with pursuing the DCIP grant application.

Ms. Figueroa responded that, at present, the Department of Defense has not released the official notice of funding opportunity. Although the website indicated the notice would be posted by the end of April, it has yet to be issued. She assured the Board that if the notice becomes available by the first or second week of May, a special meeting could be convened to revisit the discussion and address any questions. She added that efforts are underway to coordinate with Colonel Nelson and that his input, as well as possible participation in future discussions, is part of the plan. Ms. Figueroa emphasized that this meeting was an initial step, and YMPO

has already been in communication with YPG staff. One requirement in the process is to obtain a letter of support from Colonel Nelson and a grant coordination request to ADOT, without these, the YMPO would not proceed. Ms. Figueroa also ensured that concerns would be addressed prior to introducing item back to the Board.

MOTION: Supervisor Simmons moved to postpone the decision on pursuing the DCIP grant application until further input is received from ADOT leadership, Councilmember Watts seconded, the motion was unanimously approved.

7. FY 2022-26 Transportation Improvement Program (TIP) Amendment #22

Mr. Villegas reported that YMPO submitted eight Highway Safety Improvement Program (HSIP) applications last year, and six of those were selected for scoping in the current year. He clarified that scoping does not guarantee full funding, but ADOT will be reviewing these six projects, which may lead to additional funding awards.

The scoping phase currently totals \$37,000. Of the six projects, five are located within the City of Yuma and one within Yuma County. This TIP amendment incorporates all six projects into the current fiscal year's TIP.

For the City of Yuma, the projects include three traffic signal improvements and one street crossing enhancement. The Yuma County project involves sidewalk improvements along 44th Street from 12½ E to Columbia Avenue, spanning approximately 1.5 miles.

Mr. Villegas then presented the second part of the amendment, which pertains to a City of Yuma project. The City requested a change to the project name and scope. Originally planned to include three pedestrian hybrid beacon installations, the project has been scaled back to two locations due to cost increases. The revised project now includes:

- 32nd Street and Michigan Avenue (Avenue 6¾ E)
- Avenue C at Center Drain (north of Centennial Lane near Cibola High School)

Mr. Villegas noted that this project is scheduled for construction within the current year, making the amendment time sensitive. If selected, the remaining five HSIP projects are in the scoping phase, with potential construction targeted for FY 2027.

MOTION: Ms. Watts moved to approve the amendment as presented, Supervisor Simmons seconded, and the motion was unanimously approved.

8. Transportation Alternatives (TA) Call for Projects

Mr. Heinrichs briefed the Board on opening the Transportation Alternatives (TA) Program application period, announced by ADOT on March 24, 2025. The TA Program, established under the Bipartisan Infrastructure Law, provides \$17 million in FY 2026 for Greater Arizona. Eligible projects include multimodal facilities, safe routes to schools, and environmental mitigation, among others. Letters of support from MPOs are required for application submissions. YMPO has received support requests from Yuma County, the City of San Luis, and the City of Yuma.

MOTION: Supervisor Simmons moved to authorize the Executive Director to execute forthcoming TA letters of support as requested; Ms. Watts seconded. The motion was unanimously approved.

9. FY 2026 and 2027 YMPO Unified Planning Work Program (UPWP)

Ms. Crystal Figueroa gave a presentation on the draft FY 2026–2027 Unified Planning Work Program (UPWP) purpose and other activities. On April 2, 2025, the draft UPWP was formally presented to federal and state partners for review and comment; the cooperation included participation of the Yuma County Public Transit Authority Executive Director, Shelly Kreger. The UPWP outlines planning priorities, defined tasks, and associated budgets for the next two fiscal years, serving as the basis for requesting federal funds and managing YMPO operations.

Key highlights from the presentation included current program accomplishments ongoing and upcoming planning studies, estimated carry-forward balances, federal and local funding sources, and in-kind contributions. Ms. Figueroa noted completed and major activities to include the Long-Range Transportation Plan, the Complete Streets Study, and federal the Safety Applications. She also summarized previous accomplishments such as successful audits, cost savings on traffic count vehicle purchases, and implementation of YMPO's updated mission, vision, and branding. Proposed activities for FY 2026–2027 include facility improvements, continued staff development, upgraded equipment and furnishings, contracted financial services, and a proposed staff pay adjustments.

Ms. Lourdes Lopez pointed out two typographical errors the item description: the date listed as **April 2, 2023** on Page 3 should be corrected to **April 2, 2025**, and the fiscal year reference **FY 2023–24** on Page 4 should be updated to **FY 2026–27**. Ms. Figueroa confirmed these corrections will be made.

No action was taken; item was presented for information and discussion only. Final approval of the UPWP is anticipated at the May Executive Board meeting.

10. FY 2025 Title VI Training & Guidance

YMPO Mobility Manager JR Aguilar provided the annual Title VI training/presentation to Executive Board members, emphasizing the agency's

responsibility to ensure equitable access to transportation programs and planning activities as a recipient of federal funds. He detailed that Title VI compliance prohibits discrimination based on race, color, or national origin, requiring YMPO to guarantee that all services, programs, and activities are accessible and equitable. He continued by stating that in order to meet the needs of individuals with Limited English Proficiency (LEP), YMPO implements bilingual notices in English and Spanish, conducts targeted public outreach, and uses a four-factor analysis to determine appropriate language services on a project-by-project basis. Public participation is a cornerstone of Title VI compliance, and YMPO engages the community through inclusive strategies such as YCIPTA bus ads, community forums, partnerships with senior centers and tribal organizations, and multilingual outreach.

Demographic data from the American Community Survey was presented which informs equitable planning efforts across the region, ensuring that urban, rural, and tribal populations are all considered.

Mr. Aguilar also reviewed complaint procedures, noting that YMPO provides Title VI complaint forms online in both English and Spanish and is required to notify ADOT of any complaints within 72 hours. No complaints have been reported in recent years. Lastly, he noted that transparency and accessibility are supported by posting Title VI notices in public areas and offering voluntary self-identification cards to help track community demographics and participation.

Mr. Aguilar reinforced the importance of public input in all transportation planning efforts, noting that effective community engagement leads to more responsive and equitable outcomes.

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

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- E. Rural Transportation Advocacy Council activities.
- F. Projects - Economic Development and Transportation.
- G. Status Report on AZ Smart Fund

12. Possible Future Agenda Items

- A. AZ SMART Fund
- B. Transportation Alternatives Program
- C. FY 2026 and 2027 YMPO Unified Planning Work Program
- D. 2025 Transportation Policy Summit

13. Progress Report

Members and staff will update the Board on the progress of ongoing projects and other recent events:

- a. Mar 3 — YMPO CSCS – Monthly Check-In (CF, FV, JH)
- b. Mar 3 – YMPO LRTP Update – PMT Meetings (FV, JH)
- c. Mar 3-8 – CTAA Leadership Academy D.C (JR)
- d. Mar 4 – COG/MPO Planners Meeting (CF, FV, JH)
- e. Mar 5 – Zamudio, Lucia New Hire Orientation (LL)
- f. Mar 5 – Evaluation Meeting – RFQ-25-156 SS4A (FV, CF)
- g. Mar 6 – YMPO PL/PLSATO FFY25 ADOT Ledger Review with Katherin Koster (CF, LL)
- h. Mar 6 – Arizona Transportation Policy Summit (CF)
- i. Mar 6 – Review – Preliminary FY26 Entity Dues (CF, LL)
- j. Mar 6 – Yuma TMP Bi-Weekly Check-in (FV, JH)
- k. Mar 7 – ADOT and COG/MPO Finance Workshop (CF, FV, LL)
- l. Mar 10 – ADOT/YMPO Coordination Meeting (CF, FV, JH)
- m. Mar 10 – YMPO Staff Meeting (All)
- n. Mar 10 – Regional Mobility Committee (JR)
- o. Mar 11 – Yuma TMP/YMPO LRTP Coordination Meeting (FV, JH, CF)
- p. Mar 11 – YABC COY Open Enrollment changes (CF, LL, LZ)
- q. Mar 13 – Technical Advisory Committee Meeting (CF, FV, JR, LL)
- r. Mar 13 – YMPO LRTP TWG Meeting (FV, CF, JH)
- s. Mar 17 – CTS Meeting (CF, FV)
- t. Mar 17 – RTAC Advisory Committee Meeting (CF)
- u. Mar 18 – YMPO LRTP Update (CF, FV, JH)
- v. Mar 18 – Yuma PM10 Update Meeting (CF, FV)
- w. Mar 19 – Transportation Alternatives TAC Meeting (CF, JH)
- x. Mar 20 – STB YPG Tour (CF, FV, JR, LZ)
- y. Mar 20 – Yuma TMP Bi-Weekly Check In (FV, JH)
- z. Mar 21 – STB COY & YMPO Breakfast (CF, FV, JR)
- aa. Mar 24 – YCIPTA Board Meeting (JH)
- bb. Mar 26 – ADOT Redesignation of CFC (CF, FV)
- cc. Mar 27 – YMPO LRTP TWG Meeting (CF, FV, JH)
- dd. Mar 27 – YMPO Executive Board Meeting (CF, FV, JH, JR, LL, LZ)
- ee. Apr 1 – YMPO LRTP Update – PMT Meetings (CF, FV, JH)
- ff. Apr 2 – PPAC Meeting (CF)
- gg. Apr 2 – FY26 AZ CDS – Introductory Webinar (FV)
- hh. Apr 3 – Yuma TMP Bi-Weekly Check-In (FV, JH)

- ii. Apr 7– YMPO CSCS 0 Monthly Check-In Meeting (CF, FV, JH)
 - jj. Apr 7 – YMPO Presentation to Yuma County Supervisors (CF)
 - kk. Apr 7 – Traffic Count BKM Meeting (JH)
 - ll. Apr 9 – Yuma Resource Guide Advisory Committee Meeting (JR)
 - mm. Apr 10 – TAC Meeting (CF, VF, JH)
 - nn. Apr 10 – MPO/COG Directors Meeting (CF)
 - oo. Apr 14-16 – AzTa 38th Annual Conference (CF, JR, JH, LZ, FV)
 - pp. Apr 14 – ADOT/YMPO Coordination Meeting (JH, FV, CF)
 - qq. Apr 15 – SYMPO Quickbooks Review/Questions for YMPO Acct (LL)
 - rr. Apr 15 – Yuma MPO LRTP Update Meeting (FV, CF, JH)
 - ss. Apr 15 – Yuma PM10 SIP Update Meeting (CF, FV)
 - tt. Apr 17 – Arizona Incoming Planner Information Meeting (JH, JR, FV)
 - uu. Apr 17 – Yuma TMP Bi-Weekly Check-In (JH, FV)
 - vv. Apr 17 – Mobility Manager Meeting with First Things First (JR)
 - ww. Apr 18 – Arizona State Transportation Board Meeting (CF)
 - xx. Apr 21 – YMPO Presentation to Yuma County Board of Supervisors (CF)
 - yy. Apr 21 – RTAC Advisory Committee Meeting (CF)
 - zz. Apr 21 – AZ Transportation Policy Summit Next Steps Meeting (CF)
 - aaa. Apr 22 – JLUP Working Group (CF)
 - bbb. Apr 23 – YC Email Etiquette Training (LZ)
 - ccc. Apr 24 – APA Conference Virtual (FV)
 - ddd. Apr 24 – YMPO Executive Board Meeting (All)
16. Adjournment.
- Having no further business to discuss, Chairwoman Cruz adjourned the meeting at 5:31 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 2025 Meetings

Future meetings will continue 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. In general, meetings will be the last Thursday of each month, and the next two meetings are tentatively scheduled for May 29 and June 26, 2025.

Preparation and Approval of Minutes:

Minutes prepared by:

Lulu Lopez, Accountant II/Executive
Assistant

Minutes reviewed to form by:

Minutes approved in regular session on
May 29, 2025

Crystal Figueroa, Executive Director,
Yuma Metropolitan Planning Organization

Councilmember Maria Cecilia Cruz,
Chairwoman, YMPO Executive Board

Yuma Metropolitan Planning Organization

Revenue & Expense Budget Performance

April 2025

	Apr 25	Jul '24 - Apr 25	YTD Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 · ADOT Grant				
4006 · CRP	0.00	0.00	0.00	0.0%
4001 · PL	44,531.10	387,050.63	621,062.00	62.32%
4002 · SPR	24,769.68	188,871.22	303,036.00	62.33%
4004 · STBG	0.00	25,078.50	275,795.00	9.09%
4005 · 5305d (CPG)	7,311.94	66,574.32	181,284.00	36.72%
Total 4000 · ADOT Grant	76,612.72	667,574.67	1,381,177.00	48.33%
4007 · PL ISATO	0.00	0.00	10,240.00	0.0%
4050 · ADEQ Grant	0.00	0.00	10,000.00	0.0%
4055 · 5310 Funds				
4056 · RTAP	0.00	3,045.04	0.00	100.0%
4055 · 5310 Funds - Other	20,294.59	76,704.79	107,447.00	71.39%
Total 4055 · 5310 Funds	20,294.59	79,749.83	107,447.00	74.22%
4200 · YMPO UPWP Dues	0.00	78,954.50	78,954.49	100.0%
4400 · Interest Income	4,288.32	25,359.28	23,020.10	110.16%
4600 · Charges for Services				
4904 · Traffic Count Revenue	775.80	10,186.58	12,971.00	78.53%
Total 4600 · Charges for Services	775.80	10,186.58	12,971.00	78.53%
4700 · Other Revenue				
4907 · Misc Revenue	0.00	384.91		
Total 4700 · Other Revenue	0.00	384.91		
Total Income	101,971.43	862,209.77	1,623,809.59	53.1%
Gross Profit	101,971.43	862,209.77	1,623,809.59	53.1%
Expense				
5110 · Payroll Expenses				
5111 · Fringe Benefits	2,758.86	26,996.80	35,028.93	77.07%
5112 · Part Time Staff-Salaries				
5133 · Part Time Staff-Salaries- Local	0.00	6,219.57	9,722.00	63.97%
5112 · Part Time Staff-Salaries - Other	5,742.34	37,323.33	58,213.00	64.12%
Total 5112 · Part Time Staff-Salaries	5,742.34	43,542.90	67,935.00	64.1%
5113 · Full Time Staff-Salaries	30,321.21	309,536.01	399,682.00	77.45%
5115 · Health Insurance-ER Portion	5,541.50	60,255.00	78,114.00	77.14%
5116 · ASRS	3,720.44	37,147.65	49,040.98	75.75%
5117 · Workman's Comp Insurance	0.00	1,229.00	1,231.00	99.84%
5118 · FUTA Payroll Expense	51.73	471.63	504.00	93.58%
5120 · Life Insurance	260.00	1,534.00	1,872.00	81.94%
5141 · Health Insurance-EE Portion	0.00	0.00	0.00	0.0%
Total 5110 · Payroll Expenses	48,396.08	480,712.99	633,407.91	75.89%
5123 · Consulting Services				
5134 · Contractual-Local	0.00	1,151.95	83,651.95	1.38%

Yuma Metropolitan Planning Organization

Revenue & Expense Budget Performance

April 2025

	Apr 25	Jul '24 - Apr 25	YTD Budget	% of Budget
5123 · Consulting Services - Other	25,736.48	293,284.36	636,144.61	46.1%
Total 5123 · Consulting Services	25,736.48	294,436.31	719,796.56	40.91%
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	380.67	4,000.00	9.52%
Total 5124 · Staff Training/Education	0.00	380.67	9,000.00	4.23%
5125 · Audit Services	0.00	23,500.00	23,500.00	100.0%
5126 · Payroll Processing Fees	405.80	3,992.51	4,500.00	88.72%
5128 · Accounting Services	0.00	21,346.50	25,000.00	85.39%
5129 · Public Participation	0.00	0.00	750.00	0.0%
5130 · Reimbursement of Expenses	0.00	0.00	7,000.00	0.0%
5131 · Data Process, Software, Hardwar	495.00	10,301.50	12,000.00	85.85%
5132 · Furniture and Equipment	0.00	1,363.70	8,000.00	17.05%
5139 · RTAP Expense	0.00	3,650.00	0.00	100.0%
5140 · Legal	0.00	1,150.00	7,000.00	16.43%
5147 · Mobility Management Program	3,181.84	3,181.84		
5150 · IT Support	0.00	0.00	1,500.00	0.0%
5151 · Building Ins, property tax	0.00	5,225.28	7,400.00	70.61%
5152 · Equipment Maintenance	0.00	586.07	900.00	65.12%
5153 · Office Supplies	465.19	2,382.19	3,000.00	79.41%
5154 · Postage	0.00	92.05	300.00	30.68%
5155 · Printing	0.00	93.07	2,000.00	4.65%
5157 · Publications, Subscriptions	157.31	1,089.01	600.00	181.5%
5158 · Registration Fees	0.00	10,450.00	11,000.00	95.0%
5159 · Special Meetings	0.00	0.00	3,000.00	0.0%
5160 · Telecommunications	738.03	9,791.14	11,500.00	85.14%
5161 · Vehicle Purchase	4.00	25,327.37	35,000.00	72.36%
5162 · Vehicle Insurance	0.00	7,681.59	8,000.00	96.02%
5163 · Vehicle Maint., Repairs, Parts	45.00	286.50	2,000.00	14.33%
5164 · YMPO Memberships & Dues	573.00	3,709.68	5,000.00	74.19%
5165 · Finance Charges and Interest	0.00	0.00	200.00	0.0%
5166 · Website Maintenance	357.00	1,146.00	4,157.00	27.57%
5167 · Miscellenous Consumables	121.55	3,044.19	3,500.00	86.98%
5168 · Employee Recruitment	205.75	287.57	500.00	57.51%
5169 · Miscellaneous-Expense	0.00	3,488.43	7,000.00	49.84%
5171 · Alarm System	120.00	534.19	750.00	71.23%
5173 · Electric Bill	526.59	7,034.06	7,500.00	93.79%
5174 · Grounds Maintence	270.00	8,660.00	13,510.00	64.1%
5175 · Janitorial	720.00	7,740.00	9,360.00	82.69%
5179 · Office Building Repairs				
5181 · Pest Control	75.00	480.00	500.00	96.0%
5179 · Office Building Repairs - Other	0.00	3,192.74	20,000.00	15.96%

Yuma Metropolitan Planning Organization

Revenue & Expense Budget Performance

April 2025

	Apr 25	Jul '24 - Apr 25	YTD Budget	% of Budget
Total 5179 · Office Building Repairs	75.00	3,672.74	20,500.00	17.92%
5182 · Sewer & Water	196.17	2,877.93	3,500.00	82.23%
5190 · Travel - Local & Outside County	2,211.90	18,226.63	17,000.00	107.22%
5191 · T530- Traffic Count Fuel	252.68	2,142.38	2,700.00	79.35%
5630 · T530 Traffic Count Equipment				
5631 · T530-Local COY Materials	51.00	1,095.49	2,162.00	50.67%
5630 · T530 Traffic Count Equipment - O	0.00	5,035.45	4,500.00	111.9%
Total 5630 · T530 Traffic Count Equipment	51.00	6,130.94	6,662.00	92.03%
5711 · T600 LRTP	0.00	0.00	0.00	0.0%
Total Expense	85,305.37	975,715.03	1,637,993.47	59.57%
Net Ordinary Income	16,666.06	-113,505.26	-14,183.88	800.24%
Other Income/Expense				
Other Income				
4900 · In-Kind Match Revenue	6,060.17	93,369.48	167,789.00	55.65%
Total Other Income	6,060.17	93,369.48	167,789.00	55.65%
Other Expense				
9200 · In-Kind Match Expenses	6,060.17	93,369.48	167,789.00	55.65%
Total Other Expense	6,060.17	93,369.48	167,789.00	55.65%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	16,666.06	-113,505.26	-14,183.88	800.24%

10000 - Wells Fargo - YMPO General Account	\$117,145.74
10009 - Wells Fargo - YMPO Payroll Account	\$45,655.43
10100 - Yuma County Treasurer - YMPO Account	\$915,055.66
	<u>\$1,077,856.83</u>

YMPO INFORMATION SUMMARY for Agenda Item 5

Defense Community Infrastructure Program (DCIP) Grant Opportunity

DATE: May 29, 2025

SUBJECT: Defense Community Infrastructure Program (DCIP) Grant Opportunity

SUMMARY:

The Defense Community Infrastructure Program (DCIP) is a competitive grant program administered by the Office of Local Defense Community Cooperation (OLDCC) under the U.S. Department of Defense (DOD). The program funds state and local infrastructure projects that support the operational needs of military installations and improve the quality of life for military personnel and their families.

YMPO first participated in the DCIP program during the FY 2022 cycle, in collaboration with Yuma Proving Ground (YPG) and the Arizona Department of Transportation (ADOT). That effort resulted in a successful ~\$13 million grant award, executed by ADOT in September 2022, for improvements along US-95. YMPO did not submit an application during the FY 2023 cycle but re-engaged with YPG and ADOT to submit a strong proposal for FY 2024. While competitive, the FY 2024 application was not selected for funding.

In April 2025, YMPO staff informed the Board of the upcoming FY 2025 DCIP grant opportunity. Although a Notice of Funding Opportunity (NOFO) was expected in April, its release has been delayed pending Congressional funding action. Nonetheless, eligible applicants are encouraged to begin developing proposals in preparation for the grant cycle.

To support regional participation in discretionary grant opportunities such as DCIP, the Board previously approved local funding under the "Grant Transportation Equity (GATE)" line item in the FY 2024 and FY 2025 Unified Planning Work Program (UPWP).

Preliminary coordination has begun with ADOT staff and Wilson & Company's grant writing team. A potential project for FY 2025 DCIP funding has been identified: the construction of a roundabout at Imperial Dam Road, with an estimated grant request of approximately \$10 million. YMPO staff has engaged with Colonel John Nelson at YPG and the ADOT Executive Grant Team for project consideration as a regional effort, including the Executive Board. The grant writer consultant has provided a proposed scope of work and cost estimate.

During last month's update, concerns were raised by state partners regarding the Imperial Dam Road roundabout. YMPO staff have since conducted due diligence and are actively coordinating with appropriate stakeholders to address those concerns.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: YMPO has funds available in the Unified Planning Work Program for hiring consultants to apply for Grants.

POLICY: In General, Federal funds may not be used to apply for federal Grants.

ACTION NEEDED: This item is on the agenda for information, discussion, and possible action to authorize the Executive Director to enter into a contract for a DCIP Grant for US 95.

CONTACT PERSON: Crystal Figueroa, Executive Director and Jeff Heinrichs, IT Manager/Associate Planner, 928-783-8911

YMPO INFORMATION SUMMARY for Agenda Item 6

Draft YMPO Travel Policy

DATE: May 29, 2025

SUBJECT: Draft YMPO Travel Policy

SUMMARY:

Currently, YMPO staff and vendors comply with the state policies for travel expenses using the State of Arizona Accounting Manual (SAAM) section 50.65 Vendor Travel, Section 50.95 Reimbursement rates. Under the new Joint Project Agreement (JPA) for FY 2026-27 with ADOT, all MPOs now must have an adopted Travel Policy consistent with the executed JPA and compliant with the State policies. As a result, staff have drafted a travel policy, currently under review by ADOT, and included for the Board's review and comment.

YMPO will continue to comply with the SAAM rates. The most recent published update, dated 1/27/25, now designates reimbursement of travel costs up to the published federal rates. The policy outlines the following:

- The purpose, scope, travel policy & procedures, status eligibility,
- Request and Approval of Travel Process
- Reasonableness & Allowability of Travel Expenses
- Reimbursement Requirements
 - itemized receipts for meal expenses
 - Personal Vehicle – Mileage or fuel reimbursement requests
 - Rental Vehicle Requests

YMPO staff, Board members, Technical Advisory Committee (TAC) members, or their designated alternative may attend, within reason and pending budget availability as outline in the FY26-27 Unified Planning Work Program (UPWP), Executive Board Members are budgeted to participate in the Arizona Rural Transportation Summit and TAC members, the Roads and Streets Conference. YMPO staff will coordinate travel arrangements and communicate on reimbursement requests.

This document will help clarify policy and process for travel approvals and reimbursements. The final draft is anticipated to be adopted during the June Board meeting.

ACTION NEEDED: This item is on the agenda for information, discussion only at this stage.

CONTACT PERSON: Accountant II/ Executive Assistant, Lulu Lopez and Administrative Assistant/ Bookkeeper Lucia Zamudio, 928-783-8911

YUMA METROPOLITAN PLANNING ORGANIZATION TRAVEL POLICY



Prepared by the Yuma MPO
230 w Morrison Street
Yuma, AZ 85364

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I. Purpose

This travel policy establishes guidelines for using regional, state, and federal funds for travel-related expenses by employees, board members, committee members, consultants, and contractors in association with the Yuma Metropolitan Planning Organization (YMPO). It ensures compliance with applicable federal and state regulations, which have been referenced throughout this policy to promote transparency, accountability, and the responsible use of public resources.

II. Scope

This policy applies to all individuals incurring travel expenses while performing YMPO-related activities funded by regional, state, and federal sources. This includes employees, board members, committee members, consultants, and contractors. This policy applies exclusively to domestic travel in the United States.

Note: For the purposes of this policy, travel within 100 miles of the United States–Mexico or United States–Canada border is still considered domestic travel. Such travel is subject to the same rules and reimbursement guidelines as all other domestic travel under this policy.

Travel that involves crossing an international border into Mexico or Canada must receive separate review and prior written approval by the Executive Director and applicable funding agencies, consistent with state travel regulations.

YMPO will, when feasible, provide registration support to member jurisdictions for Board and TAC members, or their designated alternates, to attend relevant in-state conferences. Full support for overnight travel is provided to YMPO staff to attend relevant in-state and out-of-state meetings and conferences. Substitutions for Board or TAC members of a proxy from their member jurisdiction elected officials or staff may be provided upon request and approval of the YMPO Chair or their designee.

YMPO Staff, Board members, TAC members, or their designated alternative may attend, within reason and pending budget availability, any or all Federal, State, COG/MPO, National, Local Non-Profit, or Local Government agency hosted meetings, training, conferences, review panels, or technical presentations that relate to transportation or planning activities (e.g., FHWA, FTA, ADOT, COG/MPOs, AASHTO, AzTA, RTAC, ACEC, AMPO, NARC, ITE, APA).

Note: Per 2 CFR 200.444, travel costs for elected officials are allowable only with prior written approval from the Federal awarding agency or pass-through entity. In the case of YMPO Board Members, the federally approved Unified Planning Work Program (UPWP) and transportation-related activities listed within that required travel, serves as the formal written approval.

III. Travel Policy and Procedures

YMPO adheres to the Arizona General Accounting Office (GAO) guidelines maintained by the State of Arizona Accounting Manual (SAAM) with the Arizona Department of Transportation (ADOT). While YMPO is not required to strictly adhere to U.S. General Services Administration (GSA) rates, federal regulations prohibit reimbursements from exceeding the published GSA per diem and lodging limits. Therefore, SAAM rates will be used as long as they remain within the federally allowable maximums. These rates represent the upper reimbursement limits unless prior written approval is obtained. Travelers should consult with the YMPO Administrative Assistant or Accountant to confirm applicable rates before incurring travel expenses.

All approved travel expenses will be charged to the appropriate funding source in accordance with the Unified Planning Work Program (UPWP) and applicable state guidelines. The UPWP will include a high-level summary of anticipated travel that aligns with the planned work activities/ planning responsibilities of YMPO. Any travel by an individual or by event of \$5,000 or more must receive approval from the ADOT Regional Planner and federal funding agency.

For detailed information on Maximum Mileage, Lodging, Meal, Parking and Incidental Expense Reimbursement Rates and policies, refer to [SAAM Section 5095](#).

Definition of Travel Expenses

Travel and travel-related expenses refer to the costs incurred by individuals when traveling for official YMPO business. These expenses are necessary for the successful completion of projects, participation in professional conferences, meetings, training, and workshops, and other YMPO-related planning functions.

Travel Status Eligibility

Travelers are considered to be in "travel status" when they travel more than 50 miles from their primary work location. This distance threshold determines eligibility for mileage, lodging, and meal reimbursements according to SAAM.

Reasonableness and Allowability

Expenses incurred by employees, members, contractors, and consultants for travel, including costs of lodging, other subsistence, and incidental expenses, must be considered reasonable and allowable, provided they do not exceed charges normally permitted in YMPO's regular operations. All allowed and approved travel reimbursement requests will be paid either on an actual cost or mileage basis (for Mileage Reimbursement Requests only). YMPO does not use per diem allowances unless otherwise approved.

Request and Approval of Travel

Travel Pre-Approval

All travel must be pre-approved by the YMPO Executive Director. Before solidifying any travel arrangements, travelers must submit the following information 30 days prior to the expected travel date:

Travel Request Email

The travel request email should be sent to the Executive Director detailing the purpose of the trip, travel dates, and estimated expenses. [Section 5](#) of this policy provides a link to the SAAM PDF to aid in estimating expenses related to the travel.

For reoccurring travel, such as annual conferences, pre-approval is satisfied when the travel is discussed and confirmed during YMPO Staff Meetings at which the Executive Director is present. These meetings serve as the formal pre-approval mechanism for such trips. The Administrative Assistant will coordinate hotel reservations, registration fees, and transportation arrangements. No separate written pre-approval from the Executive Director is required for these routine events.

Review and Final Approval

The YMPO Executive Director will approve the travel request based on the necessity of the trip, the estimated cost, and the alignment with YMPO goals. The decision will be communicated to the traveler prior to initiating travel arrangements. Approval of travel does not guarantee reimbursement of all travel expenses (reference Reimbursement Procedures section).

If travel is approved, travelers will receive an itinerary prepared by the Administrative Assistant that outlines the **daily** allowable reimbursement rates for all eligible travel-related expenses.

Exception Requests

Any requests for exceptions to the travel policy must be submitted in writing to the Executive Director for review before travel occurs.

Travel Reimbursement Requirements

Expense Reports and Receipts

Travelers must submit original itemized receipts to the Administrative Assistant for all reimbursable expenses within **5 days** of returning from the trip. Receipts must clearly show the date, location, and itemized expenses. The administrative assistant must complete and submit a Travel Expense Report (**Exhibit A**) for all travelers, which includes a detailed breakdown of all expenses, and attach all itemized receipts.

Failure to provide the necessary documentation may result in a delinquent reimbursement claim.

Delinquent Reimbursement Claims

Administrative Assistant is required to submit all reimbursement claims, including itemized receipts and required forms, within **15 days** of travelers return. Timely submission ensures compliance with internal accounting procedures and state reimbursement timelines.

Delinquent claims, defined as those submitted more than **30 days** after the travel end date, may be subject to denial unless the traveler or Administrative Assistant provides a written explanation and receives approval from the Executive Director.

Delinquent claims may not be eligible for reimbursement if:

- Required documentation is missing or incomplete.
- Delays were avoidable or due to personal negligence from travelers.

To avoid denial or delays in processing, travelers should promptly gather receipts, complete the required forms, and submit all materials to the YMPO Administrative Assistant upon return.

The Administrative Assistant will coordinate and secure hotel accommodation, conference registrations, and transportation arrangements. When these expenses are not paid directly by YMPO, the traveler must follow the reimbursement procedures outlined below to receive reimbursement for the eligible expenses:

Reimbursement Procedures

Airfare

The cost of transportation to and from the destination, typically via “commercial air travel,” is eligible for reimbursement. Only economy class tickets are reimbursed, and any upgrades or additional services (e.g., seat selection, priority boarding, additional baggage) must be justified and pre-approved by the Executive Director. Expenses lacking approval or deemed personal upgrades will not be reimbursed and are the responsibility of the traveler.

Commercial air travel:

Airfare costs that exceed the basic, least expensive, unrestricted accommodation offered by commercial airlines are generally not allowable.

Exceptions include:

- Indirect Routes: If the cheapest fare would require a significantly longer or less direct route.
- Unreasonable Hours: If it necessitates travel during very early or late hours.
- Extended Travel Time: If it would make the trip much longer than necessary.
- Additional Costs: If it would lead to extra expenses that negate the savings from the cheaper fare.
- Medical Needs: If it does not meet the traveler's documented medical requirements.
- In such cases, the traveler must provide justification and documentation for opting for higher-class airfare (e.g., business or first class) on a case-by-case basis.

Additionally, if standard or discounted fares are unavailable for a specific trip, the traveler must demonstrate that such fares were not available in that particular instance.

Ground Transportation

This includes the actual cost of public transportation, taxis, rideshare services (e.g., Uber, Lyft), shuttle services, and rental cars. The YMPO encourages the use of economic modes of transportation.

Rental Vehicle

Travelers must coordinate with the Administrative Assistant prior to obtaining a rental quote or initiating any vehicle rental arrangements. The quote must be based on approved vehicle class outlined in SAAM (see [SAAM 5015: Travel By Individually Operated Motor Vehicle](#)). The Administrative Assistant will assist in preparing and submitting the Vehicle Rental Justification Request Form (**Exhibit B**) to ADOT for approval prior to each planned trip.

Personal Vehicle

If a personal vehicle is used for YMPO-related travel, mileage will be reimbursed at the SAAM standard mileage rate in effect at the time of travel. The reimbursement rate covers the cost of operating a personal vehicle, including fuel, wear-and-tear, and maintenance (i.e., Travelers cannot claim both mileage and actual fuel expenses for the same trip. Selecting both would result in duplicate reimbursement for fuel costs, which is not permissible).

Mileage Tracking:

Travelers must keep track of the number of miles driven for YMPO-related business and submit a completed Mileage Reimbursement Request Form (**Exhibit C**) along with a screenshot from Google Maps that clearly displays the route taken, including the starting and ending addresses. This documentation should be included with the travel reimbursement request documentation to verify the miles traveled.

Tolls and Parking:

Tolls, parking, and other vehicle-related expenses incurred while using a personal or rental vehicle for YMPO business will be reimbursed at the actual cost. Receipts must be submitted for these expenses as well.

Lodging

Hotel accommodations for all YMPO-related travel are to be arranged by the Administrative Assistant. Travelers are not authorized to reserve their own lodging. The Administrative Assistant is responsible for securing hotel reservations that comply with the allowable lodging rates established by SAAM.

Lodging selections should balance comfort, proximity to the event or meeting location, and cost-effectiveness.

Expenses exceeding the allowable lodging rates are considered unallowed therefore not reimbursable by Federal funding sources, unless otherwise specified by the Executive Director.

Reservation Change and Cancellation Fees

Travelers may be reimbursed for charges or fees incurred due to cancellations, re-bookings, or changes to reservations and travel arrangements (e.g., early or late check-in/check-out fees, flight change fees, hotel rebooking charges), provided such

changes were necessary and directly related to official YMPO business. Acceptable circumstances may include:

- Changes required due to modified meeting schedules or travel mandates by YMPO leadership.
- Delays or cancellations caused by weather, transportation disruptions, or other unforeseen and documented external factors.
- Emergencies or urgent work-related issues that require a change in itinerary.
- Illness or medical emergencies affecting the traveler.

All requests for reimbursement of such charges must include supporting documentation and justification for the change, approved by the Executive Director.

Non-Reimbursable Situations:

YMPO will not reimburse travelers for fees or penalties incurred due to:

- Personal reasons (e.g., personal preference, family events, vacation extensions)
- Avoidable issues (e.g., late cancellations not due to valid circumstances, failure to confirm reservations)
- Lack of timely communication regarding the need for changes

Travelers are encouraged to plan carefully and notify the YMPO Administrative Assistant as early as possible to minimize the risk of incurring such fees.

Meals

To qualify for a meal reimbursement for any day, the traveler must be in travel status six (6) or more hours. This requirement applies to:

- Any meal and to any day of travel.
- Travel involving or not involving an overnight stay.
- In case of travel involving an overnight stay, to both the day of departure and the day of return.

Travelers will be reimbursed for meals based on the allowable rates established by the SAAM. These rates include allocations for breakfast, lunch, and dinner.

Exceptions

If meals are provided at a conference, meeting, or event, the daily reimbursement rate will be reduced by the cost of those meals. For example, if a conference provides lunch, the traveler must subtract that meal rate from their reimbursement request. Travelers need to deduct meals furnished by the government or included in a registration/conference fee from their Meal and Incidental Expense (M&IE) allowance.

If a traveler can't eat a provided meal because of a dietary restriction and buys another meal, the traveler may be reimbursed for the cost of that meal in accordance with reimbursement standards. The traveler must note "dietary restriction" in their reimbursement request.

Complementary meals provided by a conference must be deducted from the applicable daily rate. Deductions will follow SAAM guidelines:

- Breakfast: 25% of the daily meal allowance
- Lunch: 30% of the daily meal allowance
- Dinner: 45% of the daily meal allowance

A complementary meal provided by a hotel or airline doesn't need to be subtracted from the meal total.

These deductions apply unless the traveler is unable to consume the provided meal due to documented circumstances.

Travelers are required to submit itemized receipts for meal reimbursements to YMPO.

Note: For detailed rates and additional information, refer to the [SAAM Section 5095](#) (the Administrative Assistant will prepare an itinerary displaying the rates for the dates of travel).

Incidentals

Under SAAM, incidental expenses are included within the daily M&IE reimbursement rates. These rates are designed to cover both meals and incidental costs incurred during official travel. For lodging, this includes taxes and service fees directly associated with the room rate. This does not include additional fees for room service or upgrades.

Incidental expenses encompassed by the M&IE rates include:

- Tips and gratuities related to meals and lodging services.
- Fees for transportation between places of lodging or business and places where meals are taken if meals cannot be obtained within a reasonable distance.
- Delivery charges for meals when dining options are not reasonably accessible.

These incidental costs are not reimbursed separately; instead, they are part of the total M&IE reimbursement, which is subject to the maximum allowable rate. Travelers should ensure that their combined daily expenses for meals and incidentals do not exceed the established M&IE rate.

Conference Registration Fees

Fees for official conferences, workshops, seminars, or professional development events relevant to YMPO activities are eligible for reimbursement. These fees must be pre-approved by the Executive Director and directly related to the travel purpose. An itemized receipt and a copy of the conference agenda or program must be provided to support the expense. Fees must be reasonable and necessary for participation in the approved activity.

Contractor Invoices

Invoices must include a breakdown of travel costs and backup documentation compliant with state travel policies.

All travel for the Contractor must comply with the state policies for travel. Only actual expenses are reimbursable, within maximum reimbursement limits as described and established by the rates for travel: A.R.S. 38-621 through 38-627, Reimbursement for Expenses; SAAM, Section 50.65, Vendor Travel, Section 50.95 Reimbursement Rates. In the event YMPO chooses to reimburse Contractors/Consultants at rates higher than those authorized in the state travel policies when submitting travel reimbursement requests, each receipt must indicate the amount that exceeds the state rate. The Contractor shall also comply with the policies governing individually operated motor vehicles in Section 50.15 of the SAAM. Travel costs paid to Contractors/Consultants must always be supported by appropriate documentation and in the case of rental vehicles, the ADOT-approved justification form.

Telephone and Internet

Reasonable charges for telephone calls, internet access, and other communication services required for official YMPO business will be reimbursed at actual cost given the expense was pre-approved by the Executive Director. Personal use of these services is not reimbursable.

For detailed information on Telephone and Internet expenses policies, refer to [SAAM 5560: Wireless Devices Used to Conduct State Business.](#)

Reimbursement Submission and Processing

Travelers may not request direct reimbursement of travel expenses from funding agencies; expenses must be submitted through the YMPO for reimbursement consideration; pending approval (verification of receipts and compliance with the travel policy), the YMPO will submit ADOT reimbursement requests for all federally eligible travel costs.

Non-eligible Travel Expenses

The following expenses are not eligible for reimbursement under this policy:

- **Alcoholic Beverages:** Any expense related to the purchase or consumption of alcohol.
- **Personal Expenses:** Items or services for personal use, including toiletries, souvenirs, clothing, or recreational activities.
- **Entertainment:** Movie rentals, in-room entertainment, games, and other leisure-related expenses.
- **Travel Insurance:** Unless specifically required by the travel destination or under exceptional pre-approved circumstances.
- **Dependent Expenses:** Costs associated with family members or individuals not traveling on official YMPO business, including meals, lodging or transportation.
- **Dependent Care Costs:** YMPO does not allow reimbursement for dependent care expenses incurred during official travel. Travelers are responsible for making their own dependent care arrangements.

- Laundry and/or Dry-Cleaning Services: Unless the travel exceeds seven (7) consecutive days and services are **pre-approved**/Not eligible for reimbursement under any circumstances
- Personal vehicle repairs or maintenance: These are considered part of the mileage reimbursement and are not reimbursable separately.
- Traffic fines or parking tickets: Costs resulting from violations or traffic laws or parking regulations.

Compliance

All travel expenditures must comply with SAAM in accordance with 2 CFR Part 200, as published by the GAO.

Funding Source Compliance:

All approved travel expenses will be charged to the appropriate funding source in accordance with the Unified Planning Work Program (UPWP) and applicable state guidelines.

IV. Travel Restrictions

Travel During Emergencies or Federal Government Shutdown

In times of declared emergencies or federal government shutdowns, YMPO travel may be suspended or restricted. Essential travel will be reviewed and approved on a case-by-case basis.

Vehicular Accident (Crash)

In the event you are involved in a vehicle accident during business travel, immediately follow these steps:

1. Ensure safety: Move to a safe location, if possible, and check for injuries. Call emergency services if necessary.
2. Report the incident: Notify local law enforcement and obtain a police report.
3. Document the scene: Take photographs of the accident scene, vehicle damage, and any relevant details.
4. Contact a tow truck: If the vehicle is inoperable, contact a local tow service to have the vehicle removed from the scene and transported to a designated location.
5. Notify the company: Contact the YMPO Executive Director, staff, or YMPO Vehicle Insurance representative to report the accident as soon as possible.
6. Insurance: Follow the procedures outlined in the company's vehicle insurance policy for filing a claim if applicable.
7. Please follow these steps carefully to ensure safety and compliance with YMPO procedures.

V. Accountability and Auditing

Monitoring

All travel expenditures will be recorded by the Administrative Assistant and reviewed by the YMPO Accountant and Executive Director to ensure alignment with internal control procedures and this travel policy. Upon approval by the Executive Director, eligible expenses will be submitted to ADOT for reimbursement.

Audits

All travel records and reimbursements may be subject to audit by federal and state agencies, or third-party auditors to ensure compliance with federal/state requirements and proper use of federal funds.

VI. Policy violations

Any violations of this policy, including misuse of funds, failure to comply with reimbursement procedures, or failure to attend scheduled event(s) may result in disciplinary action. This could include the requirement to repay improperly claimed funds, suspension of travel privileges, or termination of employment or contracts.

Travelers are required to consult with the YMPO Administrative Assistant or Accountant prior to making travel arrangements or incurring expenses to ensure full understanding and compliance with this policy.

VII. Policy updates

This travel policy will be reviewed and updated as necessary to remain in compliance with state regulations, changes in funding sources, or organizational needs. Any updates or changes will be communicated to all YMPO employees, board members, committee members, consultants, and contractors.

VIII. Conclusion

YMPO is committed to the responsible, efficient, and transparent use of federal funds. This policy provides clear guidance on travel-related expenses, ensures compliance with state and federal regulations, and promotes sound fiscal practices for all travel funded through regional, state, and federal sources.

IX. Exhibit A: Travel Expense Report

Travel Request and Expense Report									
Name:						Inv. Reference			
Destination:						Dates:			
Estimated Expenses:									
Registration	\$	-		Rental Car	\$	-			
Hotel	\$	-		Personal Vehicle	\$	-			
Meals	\$	-		Other	\$	-			
Airfare	\$	-		Total	\$	-			
Approvals									
Supervisor Initials:									
Executive Director Initials:									
Actual Expenses (Attach Receipts)									
	Advance/ Prepaid	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
Date									
Registration									
Travel Mode									
Lodging									
Lodging (unallowed)									
Mileage (allowed)			\$ 52.00	\$ 38.00	\$ 38.00	\$ 38.00	\$ 38.00	\$ 52.50	\$ 256.50
Breakfast			\$ -	Provided	Provided	\$ -	\$ -	\$ -	
Lunch			\$ -	Provided	Provided	\$ -	\$ -	\$ -	
Dinner			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Meal Total			\$ -	\$ -	\$ -			\$ -	
Meal (unallowed)									
Parking									
Taxi									
Other									
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Notes: Full Day Rate: \$70 Travel Day: \$52.50			A/P Stamp:		Less Advances/Prepays 5169-local			\$ -	
					Total due to Employee			\$ -	
					Classification: 5190-T100			Verified by:	
I certify these to be true and accurate expenses				Employee Signature:				Date:	
Reconciled by:				Initials:				Date:	
Executive Director has approved these expenses								Initials	

X. Exhibit B: Vehicle Rental Justification Form

VEHICLE RENTAL JUSTIFICATION WORKSHEET									
email to: MPDauthorization@azdot.gov upon completion									
PURPOSE OF TRAVEL					PHONE NUMBER	928-783-8911			
SUBMITTER NAME					EMAIL	acctspayable@ympo.org			
TRAVELER'S NAME(S):									
OFFICE ADDRESS	Yuma			AZ	DESTINATION ADDRESS				AZ
	(city)			(state)		(city)			(state)
HOTEL STAY?	<input checked="" type="checkbox"/> yes				INSTANCES OF TRAVEL	<input checked="" type="checkbox"/> One Time	4/14/2025	<input type="checkbox"/> Multiple Trips	
	<input type="checkbox"/> no						(enter date)		(enter count)
JUSTIFICATION FOR RENTING VEHICLE	Conference location is over 200 miles from work. It is cheaper to rent a car than to fly and arrange ground transportation in Tucson.								
Vehicle Rental									
Base rental cost plus tax per travel instance	Fuel cost	Parking fees per travel day	How many rental days per instance	Total rental vehicle cost per travel instance	\$0.00				
Common Carrier Services (Shuttle / Taxi) for Same Travel									
Is Shuttle Service Available?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no	Cost per instance	Shuttle Service Providers Contacted					
Is Taxi Service Available?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no	Cost per instance	Taxi Service Providers Contacted					
Are you requesting a medium or large vehicle?	<input checked="" type="checkbox"/> yes	<input type="checkbox"/> no	Equipment & Luggage to be transported						
How many passengers including driver?	1		(include dimensions and count of pieces)						
Additional Comments									
(additional facts or circumstances, if necessary may be attached)									
MPD PM - This request for a rental vehicle for all instances of travel as requested is necessary/reasonable for program/project success	<input type="checkbox"/> approved <input type="checkbox"/> rejected	Name	Email	Date					
Submitter / Contact		Name	Email	Date Submitted	acctspayable@ympo.org				
ADOT FMS - This request for a rental vehicle for all instances of travel necessary for this program/project, as described above is	<input type="checkbox"/> approved <input type="checkbox"/> rejected	Name	Email	Date					

Employee Name: _____
Date: _____

[illegible]

Employee Signature

Executive Director Approval

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YMPO INFORMATION SUMMARY for Agenda Item 7

FY 2024-25 YMPO Unified Planning Work Program (UPWP)

Amendment #8

DATE: May 29, 2025

SUBJECT: FY 2024-25 YMPO UPWP Amendment #8, FY 2025 Only

SUMMARY:

Every two years, the YMPO develops the UPWP and Annual Budget in steps over a several-month timeframe. The Executive Board originally approved the current FY 2024-2025 UPWP on May 25, 2023. Since then, it has been amended seven times, most recently on December 12, 2024.

Over the course of the two-year program, YMPO staff successfully achieved the goal of replacing the two aging Traffic Count Ford Ranger vehicles with two new Ford Mavericks—one purchased in FY 2024 and the other in FY 2025. The two vehicles were replaced at a combined cost of \$58,000, below the originally programmed amount of \$70,000.

As part of this amendment, staff is requesting to reallocate \$25,323 from the T-100 Administration budget to the T-1000 Capital Expenditure budget. This adjustment will ensure accurate reporting of the traffic count vehicle as a capital purchase in FY 2025 and support proper documentation for the year-end audit.

Further details regarding this amendment are provided in the four attached tables and are explained in the accompanying Staff Report Memorandum. It is important to note that the FY 2025 UPWP Federal, State, and Local funding levels remain unchanged—this request solely reflects a reallocation of funds between the task elements mentioned above.

ACTION NEEDED:

This item is on the agenda for information, discussion, and possible action to approve the FY 2024-25 YMPO UPWP Amendment #8.

CONTACT PERSON:

Crystal Figueroa, Executive Director, Lulu Lopez, Accountant 928-783-8911

YUMA METROPOLITAN PLANNING ORGANIZATION

230 West Morrison Street
Yuma, Arizona 85364

Phone: (928) 783-8911

www.ympo.org



TO: Crystal Figueroa, Executive Director

FROM: Lourdes Lopez, Accountant II/Executive Assistant

Date: 04/29/2025

RE: Amendment #8 to the Fiscal Year 2024-25 YMPO Unified Planning Work Program (UPWP) and Annual Budget, changes pertain to FY 2025 only.

The following is a list of the changes being requested to the FY2025 of the FY 2024-25 YMPO UPWP under Amendment # 8:

1. Reallocated \$25,323 from the T-100 Administration budget to the T-1000 Capital Expenditure budget to ensure accurate expenditure reporting for year-end audit.

The total Federal and State funds allocated for FY 2025 under the FY 2024-2025 UPWP remain unchanged at \$1,508,864. Local funding also remains the same at \$96,623. Therefore, the overall total budget for FY 2025 stands at \$1,773,276.

FY 2024-25 YMPO Unified Planning Work Program
Amendment #8, Financial Tables (FY 2025)

Table One - Detail of Federal, State and Local Funding Sources		
State Funds		
Agency		
ADEQ		\$ 10,000
FY 2024 Brought Forward (BF) Federal Funds		
SPR		\$ 128,036
PL (CPG)		\$ 221,703
5305d (CPG)		\$ 61,809
5310		\$ 17,447
FY 2025 New Federal Funds		
SPR		\$ 175,000
PL (CPG)		\$ 399,359
PL (ISATO)		\$ 10,240
STBG		\$ 275,795
5310		\$ 90,000
5305d (CPG) Oct 1, 2024-Sept 30, 2025		\$ 119,475
Sub Total Federal & State		\$ 1,508,864
Local Area Funds (YMPO FUNDS)		
YMPO Local Contributions		\$ 83,652
City of Yuma Traffic Count		\$ 12,971
Sub Total Local		\$ 96,623
In-Kind 2024 (Match for SPR/PL/FTA)		
Agency		
YC Services/TAC/RMC/Other YMPO planning by TAC members		\$ 167,789
Sub Total In Kind		\$ 167,789
Total Available		\$ 1,773,276

Tables Two and Three: Expenses by Work Elements and Categories

	WORK ELEMENT	EXPENSES				TOTAL COSTS
		Salaries & Benefits	Direct Expenses	Match	Local	
I.	ADMINISTRATION	\$172,516	\$226,345	\$48,727	\$22,500	\$470,087
II.	DATA COLLECTION / AIR QUALITY	\$12,703	\$ -	\$163	\$ -	\$12,867
III.	TRANSPORTATION IMPROVEMENT PROGRAM	\$173,520	\$43,494	\$36,968	\$ -	\$253,982
IV.	REGIONAL PLANNING	\$52,145	\$213,187	\$24,668	\$ -	\$290,001
V.	SPECIAL PROJECT PLANNING	\$139,250	\$48,200	\$24,351	\$72,971	\$284,772
VI.	LONG RANGE TRANSPORTATION PLANNING	\$33,953	\$335,577	\$25,971	\$1,152	\$396,654
VII.	PUBLIC PARTICIPATION PLAN	\$10,059	\$ -	\$1,466	\$ -	\$11,525
VIII.	PUBLIC TRANSPORTATION	\$12,407	\$ -	\$1,220	\$ -	\$13,627
IX.	ENVIRONMENTAL OVERVIEW	\$2,836	\$ -	\$171	\$ -	\$3,008
X.	CAPITAL EXPENDITURES	\$4,461	\$2,887	\$825	\$ -	\$36,754
TOTAL		\$613,851	\$895,013	\$167,789	\$96,624	\$1,773,276

	WORK ELEMENT	Travel & Training	Contractual	Supplies	M&O	Technology	Membership	TOTAL
I.	ADMINISTRATION	\$17,000	\$48,500	\$6,300	\$160,470	\$17,657	\$3,000	\$252,927
II.	DATA COLLECTION / AIR QUALITY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
III.	TRANSPORTATION PROGRAM	\$ -	\$27,473	\$16,021	\$ -	\$ -	\$ -	\$43,494
IV.	REGIONAL TRANSPORTATION PLANNING	\$ -	\$213,187	\$ -	\$ -	\$ -	\$ -	\$213,187
V.	SPECIAL PROJECT PLANNING	\$ -	\$41,000	\$7,200	\$ -	\$ -	\$ -	\$48,200
VI.	LONG RANGE PLANNING	\$ -	\$335,577	\$ -	\$ -	\$ -	\$ -	\$335,577
VII.	PUBLIC PARTICIPATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
VIII.	PUBLIC TRANSPORTATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
IX.	ENVIRONMENTAL OVERVIEW	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
X.	CAPITAL EXPENDITURES	\$ -	\$ -	\$ -	\$2,887	\$ -	\$ -	\$2,887
TOTAL		\$17,000	\$681,758	\$13,500	\$163,357	\$17,657	\$3,000	\$896,272

Table 2A: FY 2024-2025 YMPO UPWP; Budget Detail – Work Task by Fund Type

#	TITLE	FWHA CONSOLIDATED PLANNING GRANT (CPG)					FHWA						FTA		ADEQ		YMPO	FY 2025
		PL	*ISATO 2.5%	MATCH	5305d	MATCH	SPR	MATCH	STBG	MATCH	CRP	MATCH	5310	MATCH	FUNDS	MATCH	Local Funds	TOTAL
100	Administration & Management	\$229,312		\$13,861	\$39,679	\$2,398	\$129,870	\$32,467									\$22,500	\$470,087
200	Air Quality Conformity	\$2,703		\$163											\$10,000			\$12,867
300	2022-2026 TIP	\$27,427		\$1,658	\$21,868	\$1,322	\$9,352	\$2,338										\$63,964
302	Transportation Enhancement - AZ	\$3,762		\$227			\$941	\$235										\$5,165
303	Transportation Enhancement - CA																	\$-
304	Intelligent Trans. Systems (ITS)	\$3,423		\$207	\$4,130	\$250	\$2,130	\$533										\$10,672
305	Goods/Freight/Rail Planning	\$4,841		\$293	\$3,389	\$205	\$1,452	\$363										\$10,544
307	Cross Border/Trade Corridor Planning	\$3,406		\$206	\$4,258	\$257	\$4,501	\$1,125										\$13,754
308	HPMS	\$14,685		\$888														\$15,573
309	Transportation Coordination												\$107,447	\$26,862				\$134,309
400	Regional Planning	\$59,717	\$10,240	\$3,610	\$16,218	\$980	\$39,325	\$9,831	\$104,359	\$6,308								\$250,589
401	Review/Update Socio-Econ. File	\$5,411		\$327			\$1,353	\$338										\$7,428
403	Transit Planning																	\$-
404	Port of Entry Planning				\$4,251	\$257	\$4,251	\$1,063										\$9,821
405	Linking Trans/Land Use/ED/Tourism	\$4,797		\$290			\$2,583	\$646										\$8,316
406	Coordination w/ADOT Studies	\$8,980		\$543	\$2,566	\$155	\$1,283	\$321										\$13,846
500	Special Projects Planning	\$21,015		\$1,270			\$28,245	\$7,061									\$60,000	\$117,592
520	Traffic Count Program	\$40,501		\$2,448	\$25,313	\$1,530	\$24,629	\$6,157									\$10,810	\$111,389
530	Traffic Count Equipment	\$8,404		\$508			\$8,134	\$2,033									\$2,162	\$21,241
540	Traffic Engin./Planning Assistance	\$4,815		\$291			\$1,204	\$301										\$6,611
560	Traffic Safety	\$8,643		\$522			\$2,161	\$540										\$11,866
570	GIS/Transportation Planning	\$10,070		\$609			\$4,316	\$1,079										\$16,074
600	Long Range Transportation Planning	\$93,938		\$5,678	\$52,404	\$3,168	\$16,467	\$4,116.75	\$171,436	\$10,363								\$357,570
601	Federal/State/Local Legislation	\$29,268		\$1,769													\$1,152	\$32,189
602	Small Community Assistance	\$3,310		\$200			\$2,708	\$677										\$6,896
700	Public Participation Plan	\$4,527		\$274	\$1,006	\$61	\$4,527	\$1,132										\$11,525
800	Public Transportation Planning (Transit)	\$3,722		\$225	\$6,203	\$375	\$2,481	\$620										\$13,627
900	Environmental Overview	\$2,836		\$171														\$3,008
1000	Capital Expenditures	\$21,547		\$1,302			\$11,124	\$2,781										\$36,754
	TOTAL	\$621,062	\$10,240	\$37,540	\$181,284	\$10,958	\$303,036	\$75,759	\$275,795	\$16,671	\$-	\$-	\$107,447	\$26,862	\$10,000	\$-	\$96,624	\$1,773,276

*ISATO – Identified 2.5% required of PL annual apportionment for increasing safe and accessible transportation options

YMPO INFORMATION SUMMARY for Agenda Item 08

FY 2026-2027 YMPO Unified Planning Work Program (UPWP)

DATE: April 24, 2025

SUBJECT: FY 2026 and 2027 YMPO Unified Planning Work Program (UPWP)

SUMMARY:

As previously presented to members, the development of the new two-year program commenced late last year in collaboration with TAC members; the anticipated transportation planning studies were ranked and approved by the Executive Board. On April 2nd, YMPO staff presented a draft product to federal and state partners, including the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and ADOT, as well as our Ex-Officio member transit provider YCIPTA. Fiscal year 2024 and 2025 accomplishments were highlighted, and proposed activities were identified for FY 2026 and 2027. In conformance with fiscal constraints, the annual budget will only be approved for one year at a time. A final copy is being presented for adoption consideration by members. ADOT requires the final UPWP to be submitted by the end of the month.

Since the last draft presentation to the Board in April, ADOT informed YMPO on May 5th that the Federal Transit Administration issued the full apportionment notice for the Metropolitan Planning Program – Section 5305d (Transit Planning Funding) for each MPO. YMPO's allocation has been confirmed at \$123,201, compared to the original estimate of \$93,663. This \$29,538 increase required a revision to the draft budget, with the additional funds programmed as a contingency to address unforeseen circumstances under T-500 Special Projects.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: The UPWP is one of the publications that YMPO is required to produce. An advanced version is prepared and initially critiqued by ADOT, Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) staff and is developed cooperatively with ADOT and the regional transit operator. At a minimum, a UPWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds to be used, including estimates of local and in-kind matching funds.

POLICY: Codes of Federal Regulation 23 CFR 420 and 450 contain several references to what UPWPs should include and how they should be developed.

ACTION NEEDED:

This item is on the agenda for information, discussion, and possible action to adopt the FY 2026-2027 YMPO UPWP and Annual Budget.

CONTACT PERSON:

Crystal Figueroa, Executive Director, 928-783-8911



FY 2026 and FY 2027 Unified Planning Work Programs and Annual Budget

Prepared By:

**Yuma Metropolitan
Planning Organization (YMPO)**

230 West Morrison Street
Yuma, Arizona 85364
www.ympo.org

Executive Board Adoption:
May 2025

This FYs 2025-2026 and 2026-2027 Unified Planning Work Program
and Annual Budget (UPWP/B)
was prepared by the staff at
the Yuma Metropolitan Planning Organization (YMPO)
230 West Morrison Street
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with the assistance and funding provided by:
the Federal Highway Administration,
the Federal Transit Administration,
the Arizona Department of Transportation,
the Arizona Department of Environmental Quality
and from YMPO Member Agencies



This publication complies with the Assistance Listing Numbers (ALN):20.205 (Highway Planning and Construction; 20.505 (Metropolitan Transportation Planning; and although not part of the Unified Planning Work Program, but definitely part of the YMPO Plan; 20.513 (Capital Assistance Program for Elderly and People with Disabilities); and 20.509 (Formula Grants for Other than Urbanized Areas).

YMPO METROPOLITAN TRANSPORTATION PLANNING PROCESS SELF-CERTIFICATION

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

1. [23 U.S.C. 134](#), [49 U.S.C. 5303](#);
2. In nonattainment and maintenance areas, sections 174 and 176(c) and (d) of the [Clean Air Act](#), as amended ([42 U.S.C. 7504](#), [7506\(c\)](#) and (d)) and [40 CFR part 93](#);
3. Title VI of the [Civil Rights Act of 1964](#), as amended ([42 U.S.C. 2000d-1](#)) and [49 CFR part 21](#);
4. [49 U.S.C. 5332](#), prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
5. Section 11101(e) of the IIJA ([Pub. L. 117-58](#)) and [49 CFR part 26](#) regarding the involvement of disadvantaged business enterprises in DOT-funded projects;
6. [23 CFR part 230](#), regarding the implementation of an [equal employment opportunity program](#) on Federal and Federal-aid [highway](#) construction contracts;
7. The provisions of the [Americans with Disabilities Act of 1990](#) ([42 U.S.C. 12101 et seq.](#)) and [49 CFR parts 27, 37, and 38](#);
8. The Older Americans Act, as amended ([42 U.S.C. 6101](#)), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
9. [Section 324](#) of Title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
10. Section 504 of the [Rehabilitation Act of 1973](#) ([29 U.S.C. 794](#)) and [49 CFR part 27](#) regarding discrimination against individuals with disabilities;

Yuma Metropolitan Planning Organization

Arizona Department of Transportation

Crystal Figueroa
YMPO Executive Director

Date

Matthew Moul
ADOT MPD Director

Date

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Introduction

On February 3, 1983, Arizona Governor Bruce Babbitt requested that YMPO be approved as the State's third Metropolitan Planning Organization. This designation was promptly approved by the Administrator of the Federal Highway Administration, Arizona Division, on February 7, 1983.

In 1984, the YMPO Executive Board decided that the purpose of the organization would be to serve as a planning and coordinating body for local, state, and federal agencies in Yuma County. The subjects would be traffic, transportation, air quality, and related issues (as defined by the elected officials on the YMPO Board). The agency's motto was, and still is, "*Local Governments and Citizens Working Together*". A key word for the YMPO is "service". While the YMPO meets all Federal and State transportation-planning requirements, it also responds to services requested by local agencies, the Cocopah Indian Tribe, outside organizations, and local citizens.

Basis for Program Authority

The Yuma areas' **Cooperative, Comprehensive, and Continuing Transportation Planning Process** (the 3-C Process) is conducted by the YMPO through the authorization and support of:

1. The City of Yuma,
2. Yuma County,
3. The City of San Luis,
4. The City of Somerton,
5. The Town of Wellton,
6. The Cocopah Indian Tribe,
7. The Arizona Department of Transportation (ADOT), in cooperation with:
8. The Yuma County Intergovernmental Public Transportation Authority (YCIPTA),
9. The Community of Winterhaven, California,
10. The Quechan Indian Tribe,
11. The Arizona Department of Environmental Quality (ADEQ),
12. The California Department of Transportation (Caltrans),
13. The Imperial County Transportation Commission, and the following federal agencies:
 - a. The U.S. Department of Transportation (USDOT), in the guise of:
 - i. The Federal Highway Administration (FHWA), and
 - ii. The Federal Transit Administration (FTA), and
 - b. The U.S. Environmental Protection Agency (EPA).

The purpose of the YMPO's Transportation Planning Programs is to assure that transportation and air quality planning and implementation of projects are effectively identified and coordinated by local, state, and federal agencies, and the public. The program is designed to carry out Section 134 of U.S.C. Title 23 (specifically, Sections 5305, 5310, and SPR/PL funds); MAP-21 (October 2012); Fixing America's Surface Transportation (FAST) Act (December 2015);

Infrastructure Investment and Jobs Act (IIJA) or Bipartisan Infrastructure Law (BIL) (November 2021) and air quality conformity requirements of the 1990 Clean Air Act Amendments.

Unified Planning Work Program (UPWP):

The format and content of the **Fiscal Year 2026/27 Unified Planning Work Program and Annual Budget (UPWP/B)** fulfills the requirements of the USDOT, FHWA, FTA, EPA, and State agencies. Included are requirements of the Americans with Disabilities Act (ADA), signed into Public Law on November 19, 1990; Title VI of the 1964 Civil Rights Act; the Clean Air Act Amendments of November 15, 1990; the National Highway System Designation Act of November 28, 1995; the MAP-21 legislation of October 2012, the FAST Act legislation of December 4, 2015, and the IIJA legislation of November 15, 2021, all as required by CFR 450.308. This UPWP is the fourth to cover two years, although the initial budget is only for the first year. It is anticipated that the next version of this UPWP will probably be in the form of a major UPWP amendment, with an updated annual budget for the second year of the program.

The UPWP is governed by the following rules published in the Federal Register:

1. **Statewide Metropolitan Planning, Final Rule, October 28, 1993; as amended**
2. **Air Quality Conformity, Final Rule, December 21, 1993, and amendments thereto; and**
3. **Management and Monitoring Systems: Final Rule, January 21, 1997.**
4. **Uniform Administrative and Budget Requirements, Cost Principles, and Audit Requirements, December 26, 2013 (as amended)**

The YMPO's 3-C Urban Transportation Planning Program complies with these regulations.

This UPWP addresses the Yuma region's major transportation issues, via its adopted Transportation Policy Framework, defines the work tasks to be performed by the YMPO in FY 2026/27, and identifies the budget necessary to accomplish those tasks.

Federal law stipulates that MPO's planning areas may cover an entire Metropolitan Statistical Area (MSA). In the case of Yuma, the MSA covers all of Yuma County, Arizona, and Winterhaven, California. See *Figure 1*. Affected jurisdictions and agencies have already been listed.

Figure 1: YMPO Boundaries

The Yuma Metropolitan Area, showing (1) where it is located in relation to Yuma County and (2) where Yuma County is located in the State of Arizona.

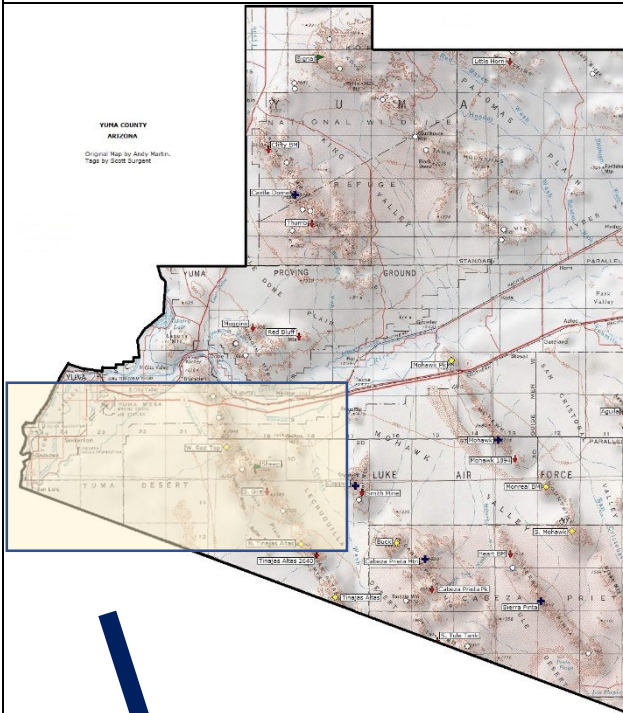
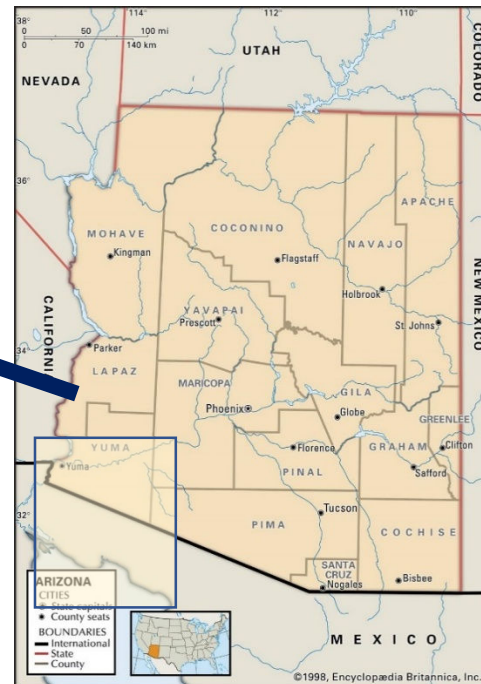
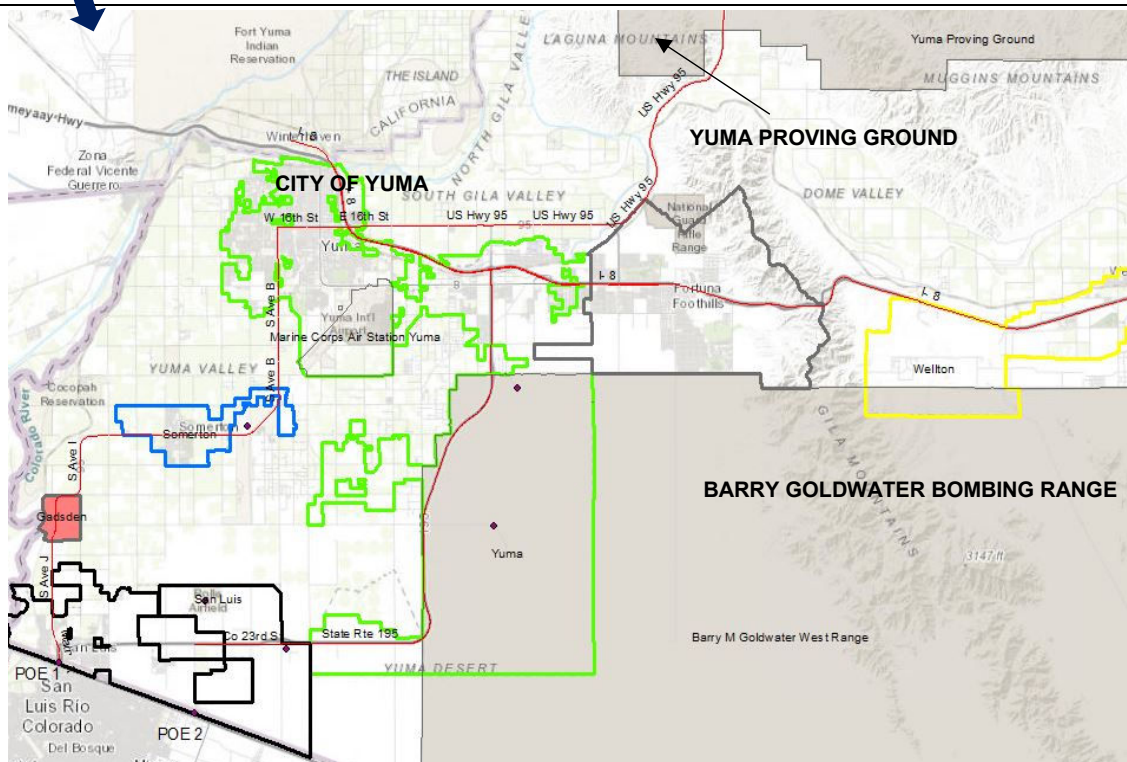
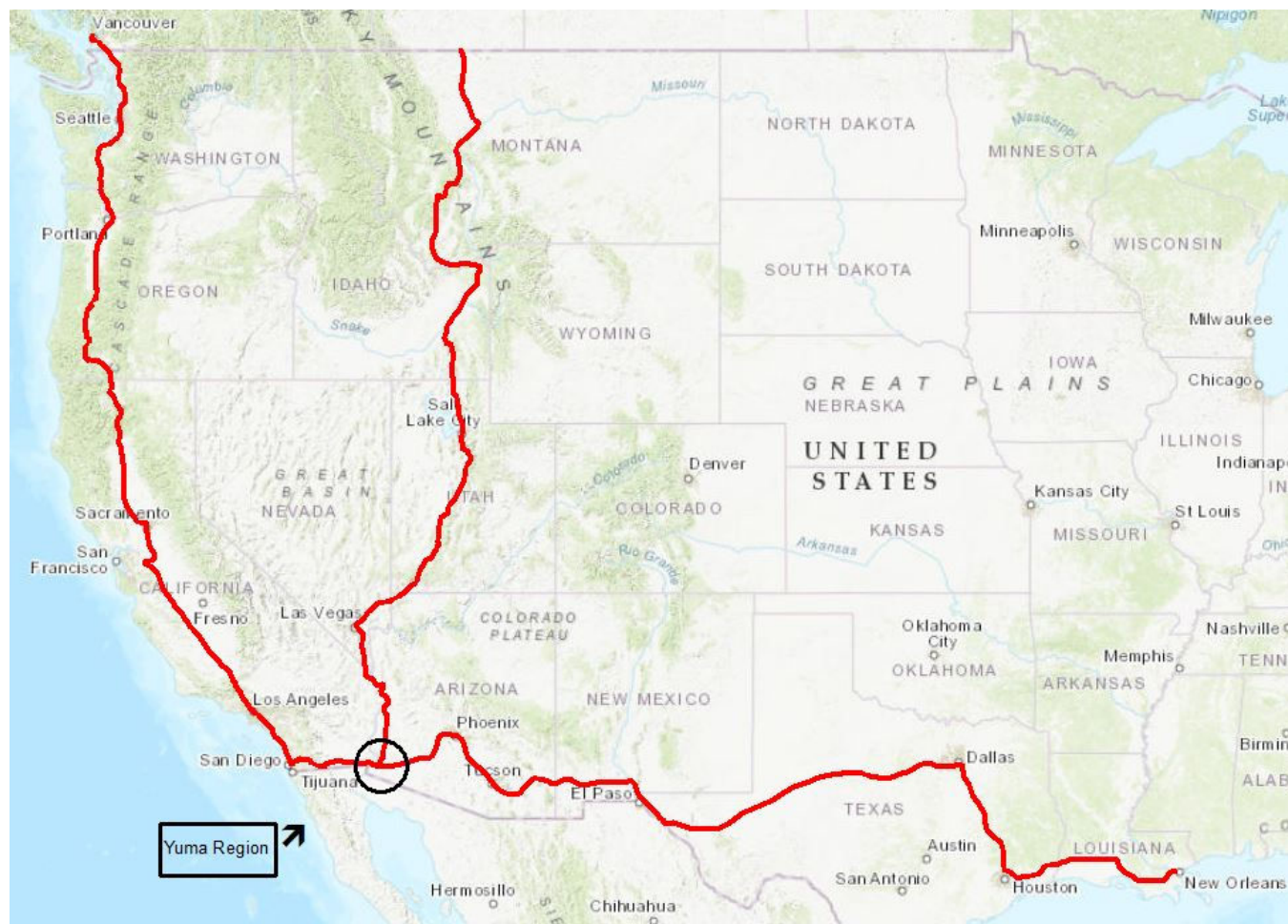
(1) Yuma County, showing the Metro Area**(2) State of Arizona, showing Yuma County****The Yuma Metropolitan Area, showing the Cities and Towns**

Figure 2: International Trade Routes

Yuma County's Link to Important International Trade Routes

International Trade Routes Map (see Figure 2, next page) shows the USA, Canada, and the proximity of northern Mexico to the YMPO area. Canada and Mexico are important to the YMPO area due to the passage of the North American Free Trade Agreement and the need for international transportation trade corridors.

The City of San Luis, Rio Colorado, Sonora, Mexico, is located immediately south of Yuma County across the U.S./Mexico border. The Canada to Mexico (Canamex) Trade Corridor and the Canamex Western Passage are a direct linkage for trade. The Canamex Western Passage continues to be identified as a freight corridor in the current I-11 Trade Corridor for the Southern Region with connections to Las Vegas, Phoenix, and Tucson. All recent variations of the regional LRTP identify I-8, US/SR-95, and SR-195 as freight corridors.



Federal Planning Emphasis Areas

The Federal Highway Administration (FHWA) established eight “Planning Emphasis Areas” in 1998 as part of the Transportation Equity Act for the 21st Century (TEA-21). These emphasis areas were largely left intact under SAFETEA-LU, the transportation authorization bill which succeeded TEA-21 in 2005. MAP-21, the FAST Act, as extended through 2021. In April 2014, the FHWA and FTA issued additional joint planning emphasis areas for metropolitan planning organizations and state DOTs to include in work activities. These planning emphasis areas were reaffirmed in the most recent Bipartisan Infrastructure Bill (IIJA), and expanded yet again in December 2021, with seven additional emphasis areas for regional focus during transportation planning activities. YMPO uses scenario planning to develop the Long-Range Transportation Plan (LRTP).

The metropolitan transportation planning process shall be continuous, cooperative, and comprehensive, and provide for consideration and implementation of projects, strategies, and services that will address the following factors: CFR 450.306

An MPO shall carry out the metropolitan transportation planning process in coordination with the statewide transportation planning process required by 23 U.S.C. 135 and 49 U.S.C. 5304.

Performance Measures

Federal regulations require MPOs like YMPO to "provide for the establishment and use of a performance-based approach to transportation decision-making to support the national goals described in 23 U.S.C. 150(b) and the general purposes described in 49 U.S.C. 5301(b)" (23 CFR §450.306(d)). Thus, YMPO's long-range transportation plans and transportation improvement programs incorporate established performance measures and targets. Also, per FTA requirements, YMPO has coordinated, and will continue to coordinate, with ADOT and transit providers on Transit Asset Management and Public Transportation Safety Action Plans.

Organization and Management

Organization

The YMPO is organized as shown in the next two pages. The Executive Board consists of elected officials from the cities of Yuma, San Luis, and Somerton, Yuma County, the Town of Wellton, and the Cocopah Indian Tribe; one member from the ADOT State Transportation Board, and one ex-officio non-voting representative from FHWA and FTA and Imperial County, representing Winterhaven, CA, and Caltrans, on transportation and air quality conformity. The Executive Board's function is to act as a policy body coordinating transportation planning (including transit planning), traffic engineering, air quality conformity, and related implementation activities within the overall regional comprehensive planning process.

The YMPO's Technical Advisory Committee (TAC) is composed of technical staff representing each of the member agencies (including ADOT), ex-officio non-voting staff from Winterhaven, CA, and the California Department of Transportation (Caltrans), and the agencies of FHWA, FTA, EPA, ADEQ and, YCIPTA. The TAC has the authority and primary responsibility to conduct technical reviews regarding all work activities of the UPWP/B, including any related issues of interest to the YMPO, and to advise the Executive Board of appropriate actions. Some work tasks may involve persons or groups with specialized expertise, who will report directly to the YMPO Executive Board. The TAC provides review and input, as appropriate, and works closely with the YMPO staff, providing guidance for development of the annual UPWP/B.

Management of the Planning Process

Under direction from the Executive Board, and with guidance from the TAC, the YMPO's Executive Director oversees, monitors, and manages the adopted UPWP/B. The goal is to assure that the Work Program and Budget are an effective and coordinated element of other comprehensive planning activities carried out by the Cities, County, Town, two Indian tribes, state and federal jurisdictions, the Airport Authority, MCAS-Yuma, Yuma Proving Ground, the Yuma County Chamber of Commerce, the Greater Yuma Economic Development Corporation, the Greater Yuma Port Authority, Yuma County Intergovernmental Public Transportation Authority, CALTRANS, and Imperial County.

The initial discussions involve ADOT and YCIPTA, as these are the two closest transportation providers and focus on reviewing existing planning priorities and setting new ones. The ADOT Southwest District Administrator, acting for the State Transportation Board member for District 6, which covers Yuma County, is a member of the Executive Board and ADOT and YMPO meeting monthly to review needs for planning and construction activities. Similarly, YMPO and YCIPTA staff meet at least every three months to review planning and transit performance needs and the Transit Director is a member of the YMPO TAC.

2025 Executive Board

Maria Cecilia Cruz Chair
Councilmember, City of San Luis

Winnie Ortega Vice-Chair
Councilmember, Cocopah Indian Tribe

Cecilia McCollough Member
Councilmember, Town of Wellton

Luis Galindo Secretary/Treasurer
Councilmember, City of Somerton

Martin Porchas Member
Supervisor, District 1, Yuma County Board of Supervisors

Lynne Pancrazi Member
Supervisor, District 3, Yuma County Board of Supervisors

Art Morales Member
Councilmember, City of Yuma

Karen Watts Member
Councilmember, City of Yuma

Carol Smith Member
Deputy Mayor, City of Yuma

Sam Elters Member
State Transportation Board, Arizona Department of Transportation

2025 Technical Advisory Committee

Charles Gutierrez Chairman
City of Somerton, Public Works Director

Dave Wostenberg Vice-Chairman
City of Yuma, City Engineer

Susan Cowey Member
City of Yuma, CIP Administrator

Frank Sanchez Member
Yuma County, County Engineer

Kelly Fricke Member
Yuma County, Interim Public Works Director

Erika Peterson Member
City of Yuma, Senior Planner

Eulogio Vera Member
City of San Luis, Public Works Director

Adolfo Ponce Member
Town of Wellton, Assistant Public Works Director

Jennifer Hobert Member
ADOT, Regional Transportation Planner

The following members are ex-officio:

Shelly Kreger YCIPTA

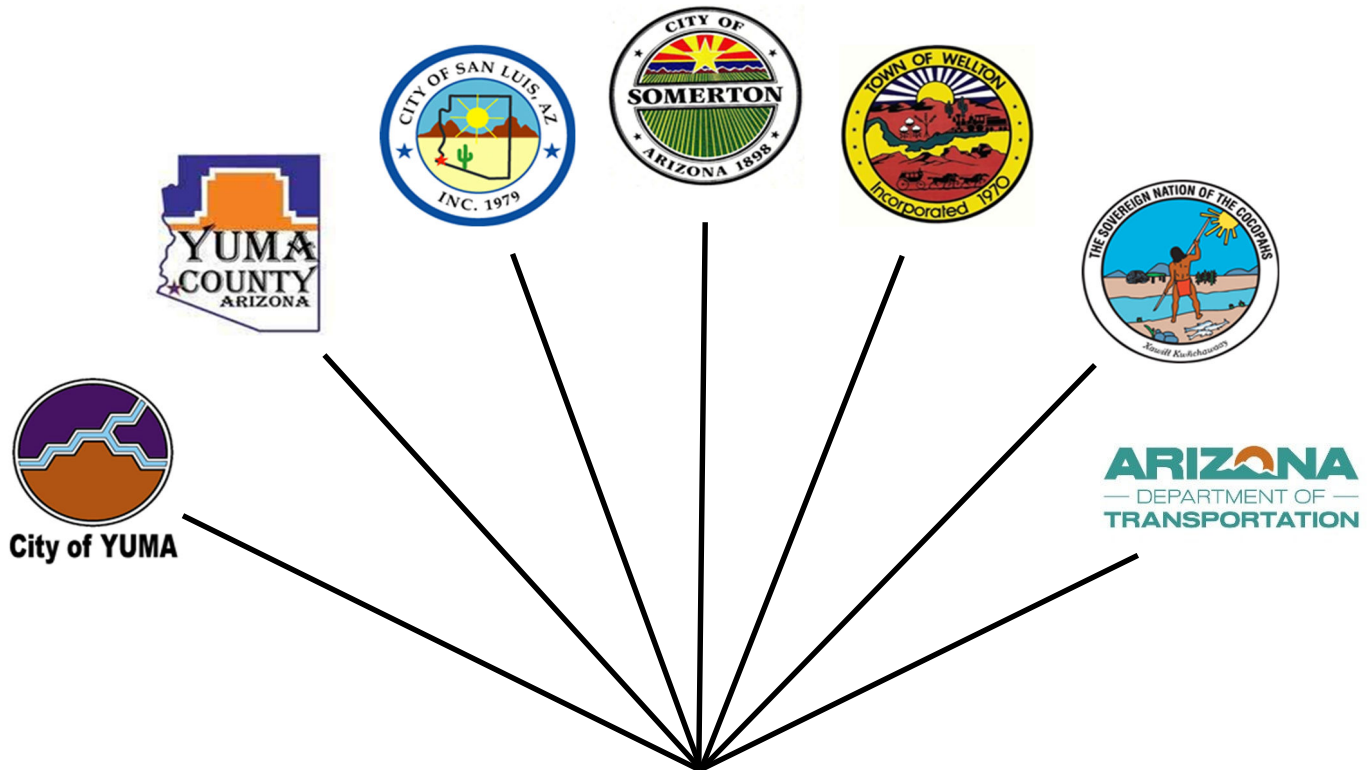
Beth Landrum CalTrans

Romare Truly FHWA

Tony Belleau FTA

John Kelly EPA

YMPO Organizational Chart



YMPO Executive Board

10 Staff Members



10 TAC Members

Ex-Officio Members



Partner Agencies:



Staffing Roles and Responsibilities

Crystal Figueroa	Executive Director
Fernando Villegas.....	Senior Transportation Planner
Lourdes Lopez.....	Accountant II/Executive Assistant
Jesus R Aguilar, Jr.	Mobility Manager
Jeff Heinrichs	IT Manager/Associate Planner
Lucia Zamudio	Administrative Assistant/Bookkeeper
Marco Navarro.....	Lead Data Technician
6 Part-Time Positions	Traffic Survey Technicians and Counters

Executive Director: Crystal Figueroa is the Executive Director. She oversees day-to-day operations, directs staff, and prepares policy and program materials for consideration by the YMPO Executive Board and Technical Advisory Committee (TAC), City and Town Councils, the Planning Commission, Tribal Councils, County Board of Supervisors, ADOT and the YCIPTA.

Under the policy direction and general guidance of the YMPO Executive Board, she directs the development and implementation of the YMPO regional and sub-regional transportation planning programs. This includes multimodal transportation planning, transportation system programming, collection and analysis of transportation data, and technical assistance and coordination.

She leads and serves as the administrative head of the organization, coordinates and supports the YMPO Executive Board meetings and oversees support for the TAC, directs and manages all subordinate program managers and staff, and any special subcommittees.

She coordinates the multi-jurisdictional planning and programming efforts, and development of regional data and information systems and involves public stakeholders in planning and programming processes, transportation and land use modeling, metropolitan planning and programming regulations, federal certification requirements, and the inter-relationships among transportation, land use and the environment and techniques to achieve livable community objectives through transportation investments.

She exercises personal initiative and independent judgment and communication skills and maintains effective working relationships with all parties. She provides overall management direction for all transportation planning and programming projects and work elements done in consultation with a variety of transportation stakeholders in the region and consultants.

Further responsibilities include achievement of YMPO's mission, particularly as related to transportation planning and programming, delivery of services and products, resource utilization, organizational structure, internal operations, organizational performance measures, generating community goodwill, communicating with, and being accountable to, the public.

She guides the development and implementation of YMPO's transportation planning program's strategic planning process, project management activities, and critical management processes and controls. She also provides recommendations for the development of regional transportation policies, plans, and programs, the development of the Long-Range Transportation Plan (LRTP), the regional, or metropolitan, Transportation Improvement Program (TIP), Air Quality Conformity Analyses (AQCA), the UPWP and Annual Budget, and Transit plans.

Further tasks include:

- Ensuring agendas and minutes are properly prepared for and attends meetings of the YMPO Executive Board, TAC, and other committees, as necessary.
- Reviewing, modifying, and approving all draft and final reports, policies, programs and plans produced by the TAC, YMPO staff, and consultants.
- Overseeing the development and implementation of studies, plans, policies, and projects to improve and protect the YMPO's regional street and transportation systems.
- Evaluating the progress of work products and the delivery of services.
- Representing YMPO on various federal, state, and regional committees, as needed or desirable, to complete and foster program goals.
- Representing the YMPO at public events, legislative hearings, and citizen forums, making presentations to civic groups, governmental advisory commissions and boards, and appearing on radio /television public interest programs, and other forums, as required.
- Responding to inquiries from media reporters, editors, elected officials, jurisdictional managers, and program managers, as well as the public.
- Developing and monitoring budgetary requirements and impacts of the TIP.
- Providing planning assistance to member agencies, upon request.
- Communicating effectively with technical and elected officials, staff, and the public at large on planning and engineering issues/projects.
- Developing, administering, interpreting, and communicating plans, policies, and data.
- Interpreting, explaining, and applying applicable laws, rules, and regulations.
- Serving as an advisor to the Executive Board, TAC, member agencies, and their staffs, on planning and engineering matters within her purview.
- Preparing and enforcing procedures relating to personnel, training, budget, and organization.

- Establishing and maintaining cooperative working relationships with subordinates, elected/appointed officials and their staffs, and the public.
- Attending work-related events evenings and weekends, as needed.

Senior Transportation Planner. Fernando Villegas is the YMPO Senior Transportation Planner. His duties are:

- Managing TIP project programming to include federally funded projects to include HSIP, Transportation Alternatives Program, and Off-System Bridge Program.
- Managing Technical Advisory Committee meetings and other Modal committees.
- Participating in ADOT studies, maintaining working relationships with tribal, cities, towns, and county staff to review large development projects, environmental and land use efforts, freight studies, border studies, and coordination.
- Working out details for multimodal aspects of projects, coordinating public outreach, and providing technical reviews of respective agency products.
- Attending conferences, meetings, and training.
- Planning, organizing, managing, and coordinating the activities related to the YMPO's transportation planning and its coordination with land use planning, multimodal transportation planning and implementation, air quality conformance, development coordination activities, and funding recommendations.
- Working with community development divisions, city departments, and county, regional, state, and federal organizations.
- Coordinating the development and implementation of studies, plans, policies, and projects to improve and protect the YMPO's regional street and transportation systems.
- Upon request, providing complex professional assistance to member agency Community Development and Public Works Directors.
- Handling the duties of the DBE

Accountant II/Executive Assistant: Lourdes Lopez is the Accountant II/ Executive Assistant. Her duties are:

- With guidance from the Executive Director, preparing agency grant budgets, and coordinating with program personnel in preparing and reporting budget information and periodic fiscal reports.
- Responsible for general ledger overview for consistency, completeness, and accuracy.
- Managing a variety of detail and multiple grants compliance.
- Prepares and submits grant billing reimbursements.
- Verifying orders of supplies and managing credit card accounts.
- Working directly with ADOT, the accounting firm, auditing firm, and handling all finance with Yuma County, Wells Fargo, and YMPO QuickBooks revenue and expense reporting.
- Responsible for verifying Accounts Payable, Accounts Receivable, In-kind Record Keeping, Payroll, and Employee Benefits Management.
- Assisting the Executive Director with travel, agendas and minutes, and project and personnel files.

- Assists with arranging travel, preparing correspondence, receiving visitors, arranging conference calls, and scheduling meetings.
- Providing training and support to Administrative Assistant/Bookkeeper as needed.
- Working directly with agents and third-party administrators for employee benefits.
- Administering Human Resources needs for YMPO.
- Attending Executive Board Meetings, calling the roll, and drafting minutes.
- Completing other duties, as assigned.

IT Manager/Associate Planner: Jeff Heinrichs is the IT Manager/Associate Planner. His duties are:

- Evaluating and recommending business requirements of moderately complex automated information systems.
- Coordinating and conducting automated systems reviews, needs analyses, and related assignments for YMPO.
- Preparing and presenting reports involving issues, alternatives, and recommendations about automated systems, policies, procedures, and equipment acquisition.
- Determines software systems solutions based on enterprise environment.
- Implementing and maintaining offsite backup systems and storage.
- Evaluating and making recommendations regarding computer hardware requirements, operating system, and application software requirements, and modifications to existing application systems.
- Establishing and managing VPN securely with multi-factor authentication.
- Conducting user training of applicable applications as needed.
- Implementing system security requirements, and access controls.
- Administering Active Directory, Windows 2019 server administration.
- Troubleshooting application and technology issues with servers, workstations, hardware, software, and network.
- Development and Managing of YMPO Website.
- Managing all areas of the YMPO Traffic Count Program, to include supervision of Traffic Data Technicians, maintaining traffic count inventory.
- Entering data into the Arizona Traffic Data Management System (TDMS) MS2 spreadsheets and verifies that data is accurate
- Preparation and submission of the annual Highway Performance Monitoring System (HPMS) Report.
- Assisting with the preparation of regional multimodal planning projects through planning studies, and review of design concept reports.
- Managing the Transportation Alternatives Program.

Regional Mobility Manager: Jesus R Aguilar, Jr. is the Regional Mobility Manager. His duties are:

- Coordinating, implementing, and promoting regional mobility in the YMPO's Regional Mobility Management Program. This position will be responsible for mobility management which, under the Federal Transit Administration (FTA) definition, consists of short-range planning, management activities and projects for improving coordination among public and private transportation service providers with the intent of expanding the availability of services.
- Preparing and administering the FTA 5310 Mobility Management Program.
- Coordination of existing transportation services within the region
- Developing new regional transportation services
- Promoting available transportation resources to the region's residents, businesses, and organizations.
- Conducting quarterly regional transportation coordination meetings
- Updating the Yuma Regional Transportation Coordination Plan and leveraging federal funds.
- Preparing Requests for Proposals/Qualifications for consultant selection of the Regional Mobility Coordination Plan.
- Participating in conferences, community meetings, and public hearings.
- Preparing memoranda and reports as required.
- Attending, and presenting to, Technical Advisory Committee meetings.
- Handling the duties of the DBE and the Title VI officer.

Administrative Assistant/Bookkeeper: The Administrative Assistant/Bookkeeper is Lucia Zamudio. Her duties are:

- Providing clerical and administrative support for efficiency and operation of office.
- Performing work as a receptionist and assisting Accountant daily, weekly and monthly on bookkeeping duties.
- Serving as support staff to Senior Transportation Planner, Mobility Manager, and IT Manager/Associate Planner.

Lead Data Technician: Under limited supervision, the Lead Data Technician operates electronic traffic equipment; collects data and enters data/downloads out of Metrocount meters; He ensures traffic technicians have all of their supplies and direction for traffic counts; performs routine maintenance on YMPO vehicles; provides building maintenance as needed; archives and performs facilities management; and other duties as assigned.

Traffic Survey Technicians and Counters: Under limited supervision, they perform technical work in the collection of traffic data by means of computerized electronic count equipment and/or manual traffic surveys. They are responsible for the proper placement of traffic counter equipment and safety in the field. Work is performed under the guidance of the IT Manager/Associate Planner and/or Lead Data Technician (up to 6 part-time positions).

Employees of member agencies participate in YMPO working technical committees, subcommittees, or task forces for data assemblage, summary, evaluation, and formulation of recommendations to be presented to the TAC and Executive Board.

Operational Procedures and Bylaws

Yuma County serves as the fiscal agent for the YMPO, administering YMPO general fund account via the Treasurers, including deposit and demand request processing, investing of YMPO asset account, information and technology services in the event of an emergency, and financial assistance from the Director of Finance. In addition, services include assistance from the Yuma County Human Services Director through a memorandum of understanding to be updated. The YMPO maintains its own financial records by utilizing the QuickBooks accounting software daily, to permit up-to-date billing and to document eligible reimbursements of state and federal funds.

Elizabeth Punpayuk (and Benesch, Shadle, and White P.C.), serves as the YMPO legal counsel.

Automatic Data Processing, Inc. (ADP) processes the payroll for YMPO.

Federal Highway Administration (FHWA) is the cognizant agency providing the predominant amount of funding.

All FHWA and Planning guidance, State legislation, State travel, FTA, OMB circulars, ADEQ, and EPA guide the YMPO.

The YMPO Operating By-Laws were last amended on September 29, 2016, and they identified the roles and responsibilities of the Executive Board and Technical Advisory Committee. They further define officers, voting members, and quorum requirements. They may be found on the YMPO website, www.ympo.org.

The YMPO is formed based on a designation by the Governor of the State of Arizona and by agreement of the Federal Highway and Transit Administrations, pursuant to federal law, and through a series of intergovernmental agreements with its member agencies. YMPO is recognized as a political sub-division entity of the State of Arizona, and will comply with all federal, state, and local laws. All federal certifications and assurances are provided, as required on an annual basis.

Funding Description

In the State of Arizona, ADOT is the designated recipient of the Federal-aid Highway funds used for planning and research purposes. As the designated recipient of the planning funds ADOT has the responsibility and the authority under **49 CFR Part 18** (Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments) and or **2 CFR Part 200** to oversee all activities funded under the Federal-aid Program by the sub-recipients of these funds.

ADOT's oversight responsibilities include but are not limited to overall work plan reviews, invoice billing review and approval, TIP certification, air quality reviews, and quality assurance and quality control of traffic data. UPWPs are funded primarily with SPR and PL funds; however, an MPO may use other eligible funds for their UPWP, and this section describes the types of funding sources used for planning.

Metropolitan Planning (PL) Funds: Federal metropolitan planning funds can be used for up to 94.3% of a project, with a required 5.7% match typically provided by a local agency. The distribution of PL Funds is accomplished through a formula developed by ADOT in consultation with the MPOs and approved by the FHWA.

In addition, the BIL requires each MPO to use at least 2.5% of its PL funds (and each State to use 2.5% of its State Planning and Research funding under 23 U.S.C. 505) on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities. [§ 11206(b)]

Statewide Planning and Research (SPR) Funds: SPR funds are federal funds from the State Planning and Research Program administered by ADOT. Some SPR funds are discretionary and may be allocated to the MPO to help plan for the non-urbanized portion of the MPO. A 20% local match is generally required. There are instances where the required SPR match can be waived.

Federal Transit Administration (FTA) Funds: A variety of FTA funds are available annually through the FTA Metropolitan and Statewide Planning Program Section 5303 and the non-Metropolitan Planning Program, Section 5304 (now combined under the Section 5305 program). FTA funds are designated primarily for transit planning and research activities and are available either as competitive grants or as part of a formula program. In addition, other federal or state funding that is not specifically designed for planning activities can be allocated for planning purposes. In those cases, funds such as FTA Section 5305 (e), and 5310 will be shown in the budget tables. The funds require a 20% local match, which is typically provided by the local governments, but this match is generally reduced to 5.7%, under the CPG mechanism.

Federal Consolidated Planning Grant (CPG) Program: The Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA) offer States the option of participating in the CPG program. The CPG program allows the States and Metropolitan Planning Organizations (MPOs) to merge FTA metropolitan or statewide planning funds with FHWA Planning (PL) funds to provide States support for both highway and transit planning activities in a single consolidated planning grant.

States or MPOs have the option to transfer planning funds to either FTA or FHWA to be awarded and administered for metropolitan or metropolitan and statewide planning purposes. This CPG program fosters a cooperative effort between the Federal agencies and the participating States and MPOs to streamline the delivery of their planning programs to provide flexibility in the use of planning funds. In Arizona, the CPG normally merges FTA 5305d with PL funds and requires a 5.7% match.

Surface Transportation Block Grant (STBG) Funds: Formerly Surface Transportation Program funds (STP), STBG is a federal-aid highway flexible funding program that funds a broad range of surface transportation capital needs including roads, transit, airport access, vanpool, and bicycle and pedestrian facilities. Transit related planning, research, and development activities are eligible uses of STBG funds. STBG apportionment may be shared by ADOT with other Council of Governments (COG) and all MPO's less than 200,000 population, though this action is discretionary and not required by current Transportation legislation.

Carbon Reduction Program (CRP) Funds: Under the Bipartisan Infrastructure Law (BIL), the BIL authorizes a new Carbon Reduction Program codified at 23 United States Code (U.S.C) 175 to reduce transportation emissions; furthermore, CRP Funds are designated to projects that reduce transportation emissions, defined as carbon dioxide (CO₂) emissions from on-road highway sources and requires a 5.7% match. CRP eligible uses include, but not limited to a project to establish or operate a traffic monitoring, management, and control facility or program including advanced truck stop electrifications systems; a public transportation project; a transportation alternative including but not limited to, construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation; a project for advanced transportation and congestion management technologies.

Safe Streets and Roads for All (SS4A) Funds: Under the Bipartisan Infrastructure Law (BIL), the SS4A discretionary program of \$5 billion in appropriated funds was established over five years, 2022-2026. The program funds regional, local, and Tribal initiatives through grants to prevent roadway deaths and serious injuries. The Yuma MPO applied and was awarded an SS4A grant in September 2024 to develop a regional Comprehensive Safety Action Plan (CSAP) and demonstration activity to improve safety. The plan will include all jurisdictions within the Yuma region, except the City of Yuma, as they were awarded an FY 2023 SS4A Grant. The CSAP will integrate the principles of the USDOT National Roadway Safety Strategy, including the Safe System Approach, and the goal of zero fatalities on the region's roads.

Matching Funds: To secure federal funds, the state and/or local government must allocate matching funds to a project and these state and/or local funds must be shown in the Work Program. A detailed table of the state/local funds is included in the budget section of the Work Program. The required percentages of matching amounts vary, depending on the Federal fund type. The MPO receives funds provided by the member agencies to leverage PL, SPR and transit planning funds to pay for MPO staff and operating expenses. It is also used to match non-federal funding in the absence of in-kind contributions and non-reimbursable operating expenses such as grant applications and State Transportation Board visits.

In-kind (Soft Money) Contribution: The value of third-party in-kind contributions may be accepted as the match for federal funds, in accordance with the provisions of 49 CFR 18.24(a)(2) and may be applied on either a total planning work program basis or for specific line items. ADOT requires that in-kind contributions must be disclosed by line item. The Federal Highway Administration, Arizona Division office has requested that in-kind contributions be identified in the Work Program and be accompanied by a narrative explaining who is providing the service and what service is being provided. A detailed table of the in-kind match is included in the budget of the Work Program. *Yuma MPO will use In-Kind contributions from members and transit service providers to match federal funds.*

Carry-forward: Work Programs are generally developed prior to the absolute knowledge of what funds will be available and how much of each fund type. Carry-forward funds occur when an MPO receives additional funds that they do not expend or if it has any unused authorized funds in the current fiscal year. Authorized carry-forward funds are combined with the annual allocation for the new fiscal year to determine a MPO's available fund balance for the upcoming year. All carry-forward funds are identified in the UPWP. A carry-forward balance is often crucial when a large expense for a study such as a Long-Range Transportation Plan update becomes due.

Budget Summary Tables

The UPWP Budget identifies participating agencies with respect to funding commitments by task with line and column totals. Although the 5310 program funding source is not part of the UPWP, it is part of YMPO and, therefore, listed for transparency. To clarify, the 5310 funds listed under FY 2026 and FY 2027 Carried Forward amounts is not actually carried forward funds, rather the predicted three months remaining on their federal fiscal year program.

Table 1A: Detail of Federal, State and Local Funding Sources FY 2026	
State Funding Sources	
ADEQ	\$10,000
FY 2025 Carried Forward (CF) Federal Funding Sources	
SPR	\$110,429
PL (CPG)	\$191,496
5305d (CPG)	\$60,267
5310 (July 1, 2025 - Sept 30, 2025)	\$22,995
FY 2026 New Federal Funding Sources	
SPR	\$175,000
PL (CPG)	\$407,346
PL (ISATO)	\$10,240
SS4A	\$240,000
5305e	\$120,000
5305d (CPG)	\$123,201
5310 (Oct 1, 2025- Sept 30, 2026)	\$90,000
Sub Total Federal & State	\$1,560,974
Local Area Funds (YMPO Funds)	
YMPO Local Contributions	\$85,652
City of Yuma Traffic Count	\$15,199
SS4A CSAP	\$60,000
Sub Total Local	\$160,851
In-Kind 2026 (Match for SPR/PL/FTA)	
Yuma County Services/TAC/RMC/Other YMPO work by TAC Members	\$175,893
Sub Total In Kind	\$176,893
Total Available	\$1,898,718

Table 1B: Detail of Federal, State and Local Funding Sources FY 2027	
State Funding Sources	
ADEQ	\$10,000
FY 2026 Carried Forward (CF) Federal Funding Sources	
SPR	\$111,147
PL (CPG)	\$195,900
CSAP	\$160,000
5305e	\$60,000
5305d (CPG)	\$62,654
5310 (July 1, 2026 - Sept 30, 2026)	\$20,221
FY 2027 New Federal Funding Sources	
SPR	\$175,000
PL (CPG)	\$415,493
PL (ISATO)	\$10,445
5305d (CPG)	\$95,450
5310 (Oct 1, 2026 - Sept 30, 2027)	\$90,000
Sub Total Federal & State	\$1,406,310
Local Area Funds (YMPO Funds)	
YMPO Local Contributions	\$85,852
City of Yuma Traffic Count	\$16,148
SS4A CSAP	\$40,000
Sub Total Local	\$142,000
In-Kind 2027 (Match for SPR/PL/FTA)	
Yuma County Services/TAC/Other YMPO planning by TAC Members	\$160,605
Sub Total In Kind	\$160,605
Total Available	\$1,708,914

Table 2A: FY 2025-2026 YMPO UPWP; Budget Detail - Work Task by Fund Type

#	TITLE	FWHA CONSOLIDATED PLANNING GRANT (CPG)					FHWA							FTA				ADEQ		YMPO	FY 2025
		PL	*ISATO 2.5%	MATCH	5305d	MATCH	SPR	MATCH	SS4A	STBG	MATCH	CRP	MATCH	5310	MATCH	5305e	MATCH	FUNDS	MATCH	Local Funds	TOTAL
100	Administration & Management	\$206,525		\$12,483	\$37,636	\$2,275	\$116,540	\$29,135												\$24,500	\$429,094
200	Air Quality Conformity	\$3,252		\$197	\$0	\$0	\$0	\$0										\$10,000			\$13,448
300	2022-2026 TIP	\$10,526		\$636	\$14,035	\$848	\$10,526	\$2,632													\$39,203
302	Transportation Enhancement - AZ	\$3,917		\$237	\$0	\$0	\$979	\$245													\$5,378
304	Intelligent Trans. Systems (ITS)	\$3,264		\$197	\$3,937	\$238	\$2,031	\$508													\$10,175
305	Goods/Freight/Rail Planning	\$4,616		\$279	\$3,231	\$195	\$1,385	\$346													\$10,053
307	Cross Border/Trade Corridor Planning	\$3,317		\$200	\$4,146	\$251	\$4,383	\$1,096													\$13,392
308	HPMS	\$15,725		\$950			\$0	\$0													\$16,675
309	Transportation Coordination	\$455		\$27	\$0	\$0	\$0	\$0						\$112,995	\$28,249						\$141,726
400	Regional Planning	\$164,103	\$10,240	\$9,919	\$44,598	\$2,696	\$68,886	\$17,222													\$317,664
401	Review/Update Socio-Econ. File	\$5,697		\$344	\$0	\$0	\$1,424	\$356													\$7,822
403	Transit Planning	\$1,149		\$69	\$287	\$17	\$1,436	\$359								\$120,000	\$30,000				\$153,317
404	Port of Entry Planning	\$0		\$0	\$3,991	\$241	\$3,991	\$998													\$9,222
405	Linking Trans/Land Use/ED/Tourism	\$4,424		\$267	\$0	\$0	\$2,382	\$596													\$7,669
406	Coordination w/ADOT Studies	\$9,417		\$569	\$2,691	\$163	\$1,345	\$336													\$14,521
500	Special Projects Planning	\$4,746		\$287	\$29,538	\$1,785	\$3,883	\$971												\$60,000	\$101,210
520	Traffic Count Program	\$45,401		\$2,744	\$28,375	\$1,715	\$27,060	\$6,765												\$12,666	\$124,726
530	Traffic Count Equipment	\$8,802		\$532	\$0	\$0	\$9,478	\$2,370												\$2,533	\$23,715
540	Traffic Engin./Planning Assistance	\$4,296		\$260	\$0	\$0	\$1,074	\$269													\$5,898
560	Traffic Safety	\$9,051		\$547			\$2,263	\$566	\$240,000											\$60,000	\$312,427
570	GIS/Transportation Planning	\$10,564		\$639	\$0	\$0	\$4,528	\$1,132													\$16,862
600	Long Range Transportation Planning	\$13,807		\$835	\$3,452	\$209	\$0	\$-													\$18,301
601	Federal/State/Local Legislation	\$29,597		\$1,789			\$0	\$0												\$1,152	\$32,538
602	Small Community Assistance	\$3,451		\$209	\$0	\$0	\$2,824	\$706													\$7,189
700	Public Participation Plan	\$4,710		\$285	\$1,047	\$63	\$4,710	\$1,178													\$11,993
800	Public Transportation Planning (Transit)	\$3,903		\$236	\$6,504	\$393	\$2,602	\$650													\$14,288
900	Environmental Overview	\$2,340		\$141			\$0	\$0													\$2,482
1000	Capital Expenditures	\$21,787		\$1,317			\$11,699	\$2,925													\$37,728
	TOTAL	\$598,842	\$10,240	\$36,197	\$183,468	\$11,090	\$285,429	\$71,357	\$240,000	\$0	\$0	\$0	\$0	\$112,995	\$28,249	\$120,000	\$30,000	\$10,000	\$0	\$160,851	\$1,898,718

Table 2B: FY 2026-2027 YMPO UPWP; Budget Detail - Work Task by Fund Type

#	TITLE	FWHA CONSOLIDATED PLANNING GRANT (CPG)					FHWA			FTA				ADEQ	YMPO	FY 2027
		PL	*ISATO 2.5%	MATCH	5305d	MATCH	SPR	MATCH	SS4A	5310	MATCH	5305e	MATCH	FUNDS	Local Funds	TOTAL
100	Administration & Management	\$177,498		\$10,729	\$39,777	\$2,404	\$157,950	\$39,487							\$24,700	\$452,546
200	Air Quality Conformity	\$3,990		\$241	\$0	\$0	\$0	\$0						\$10,000		\$14,231
300	2022-2026 TIP	\$12,589		\$761	\$16,786	\$1,015	\$12,589	\$3,147								\$46,888
302	Transportation Enhancement - AZ	\$14,586		\$250	\$9,555	\$578	\$1,035	\$259								\$26,263
304	Intelligent Trans. Systems (ITS)	\$3,447		\$208	\$4,158	\$251	\$2,145	\$536								\$10,747
305	Goods/Freight/Rail Planning	\$4,875		\$295	\$3,413	\$206	\$1,463	\$366								\$10,617
307	Cross Border/Trade Corridor Planning	\$28,597		\$1,729	\$11,758	\$711	\$19,556	\$4,889								\$67,240
308	HPMS	\$16,614		\$1,004			\$0	\$0								\$17,618
309	Transportation Coordination	\$458		\$28	\$0	\$0	\$0	\$0		\$110,221	\$27,555					\$138,262
400	Regional Planning	\$51,406	\$0	\$3,107	\$19,050	\$1,151	\$9,719	\$2,430								\$86,864
401	Review/Update Socio-Econ. File	\$131,015		\$7,919	\$0	\$0	\$1,504	\$376								\$140,814
403	Transit Planning	\$1,214		\$73	\$304	\$18	\$1,518	\$379				\$60,000	\$15,000			\$78,507
404	Port of Entry Planning	\$0		\$0	\$4,212	\$255	\$4,212	\$1,053								\$9,733
405	Linking Trans/Land Use/ED/Tourism	\$4,670		\$282	\$0	\$0	\$2,515	\$629								\$8,096
406	Coordination w/ADOT Studies	\$9,949		\$601	\$2,842	\$172	\$1,421	\$355								\$15,341
500	Special Projects Planning	\$5,007		\$303	\$0		\$4,096	\$1,024							\$60,000	\$70,430
520	Traffic Count Program	\$55,403		\$3,349	\$34,627	\$2,093	\$35,021	\$8,755							\$13,457	\$152,705
530	Traffic Count Equipment	\$9,305		\$562	\$0	\$0	\$9,734	\$2,433							\$2,691	\$24,727
540	Traffic Engin./Planning Assistance	\$4,534		\$274	\$0	\$0	\$1,133	\$283								\$6,225
560	Traffic Safety	\$9,557		\$578			\$2,389	\$597	\$160,000						\$40,000	\$213,122
570	GIS/Transportation Planning	\$11,162		\$675	\$0	\$0	\$4,784	\$1,196								\$17,816
600	Long Range Transportation Planning	\$14,581		\$881	\$3,645	\$220	\$0	\$-								\$19,327
601	Federal/State/Local Legislation	\$30,029		\$1,815			\$0	\$0							\$1,152	\$32,996
602	Small Community Assistance	\$3,643		\$220	\$0	\$0	\$2,981	\$745								\$7,589
700	Public Participation Plan	\$4,973		\$301	\$1,105	\$67	\$4,973	\$1,243								\$12,662
800	Public Transportation Planning (Transit)	\$4,123		\$249	\$6,871	\$415	\$2,748	\$687								\$15,094
900	Environmental Overview	\$2,474		\$150			\$0	\$0								\$2,624
1000	Capital Expenditures	\$6,137		\$371			\$2,659	\$665								\$9,832
	TOTAL	\$621,838	\$0	\$36,956	\$158,104	\$9,557	\$286,147	\$71,537	\$160,000	\$110,221	\$27,555	\$60,000	\$15,000	\$10,000	\$142,000	\$1,708,914

Table 3A: FY 2025-2026 YMPO UPWP; *Operating Expenses*, by Work Element

WORK ELEMENT		EXPENSES				TOTAL COSTS
		Salaries & Benefits	Direct Expenses	Match	Local	
I.	ADMINISTRATION	\$163,633	\$197,067	\$43,893	\$24,500	\$429,094
II.	DATA COLLECTION / AIR QUALITY	\$13,252		\$197		\$13,448
III.	TRANSPORTATION PROGRAM	\$184,468	\$15,000	\$37,135		\$236,603
IV.	REGIONAL PLANNING	\$75,087	\$370,975	\$64,153		\$510,215
V.	SPECIAL PROJECT PLANNING	\$151,021	\$278,038	\$20,580	\$135,199	\$584,838
VI.	LONG RANGE PLANNING	\$31,243	\$21,887	\$3,747	\$1,152	\$58,029
VII.	PUBLIC PARTICIPATION	\$10,468		\$1,526		\$11,993
VIII.	PUBLIC TRANSPORTATION	\$13,008		\$1,279		\$14,288
IX.	ENVIRONMENTAL OVERVIEW	\$2,340		\$141		\$2,482
X.	CAPITAL EXPENDITURES	\$5,599	\$27,887	\$4,242		\$37,728
TOTAL		\$650,119	\$910,855	\$176,893	\$160,851	\$1,898,718

Table 4A: FY 2025-2026 YMPO UPWP; *Direct Expenses*, by Work Element

WORK ELEMENT		Travel & Training	Contractual	Supplies	M&O	Technology	Membership	TOTAL
I.	ADMINISTRATION	\$19,722	\$51,531	\$6,150	\$104,364	\$12,700	\$2,600	\$197,067
II.	DATA COLLECTION / AIR QUALITY							\$ -
III.	TRANSPORTATION PROGRAM			\$15,000				\$15,000
IV.	REGIONAL PLANNING		\$370,975					\$370,975
V.	SPECIAL PROJECT PLANNING		\$269,538	\$8,500				\$278,038
VI.	LONG RANGE PLANNING		\$21,887					\$21,887
VII.	PUBLIC PARTICIPATION							\$ -
VIII.	PUBLIC TRANSPORTATION							\$ -
IX.	ENVIRONMENTAL OVERVIEW							\$ -
X.	CAPITAL EXPENDITURES				\$27,887			\$27,887
TOTAL		\$19,722	\$713,931	\$29,650	\$132,251	\$12,700	\$2,600	\$910,854

Notes: M & O = Management and Operations, Tech. = Technology

Table 3B: FY 2026-2027 YMPO UPWP; *Operating Expenses*, by Work Element

WORK ELEMENT		EXPENSES				TOTAL COSTS
		Salaries & Benefits	Direct Expenses	Match	Local	
I.	ADMINISTRATION	\$172,944	\$202,281	\$52,621	\$24,700	\$452,546
II.	DATA COLLECTION / AIR QUALITY	\$13,990	\$0	\$241	\$0	\$14,231
III.	TRANSPORTATION PROGRAM	\$194,867	\$78,980	\$43,788		\$317,634
IV.	REGIONAL PLANNING	\$79,254	\$226,298	\$33,802	\$0	\$339,354
V.	SPECIAL PROJECT PLANNING	\$178,053	\$182,157	\$22,123	\$102,691	\$485,024
VI.	LONG RANGE PLANNING	\$32,991	\$21,887	\$3,882	\$1,152	\$59,912
VII.	PUBLIC PARTICIPATION	\$11,052	\$0	\$1,611		\$12,662
VIII.	PUBLIC TRANSPORTATION	\$13,742	\$0	\$1,352		\$15,094
IX.	ENVIRONMENTAL OVERVIEW	\$2,474	\$0	\$150		\$2,624
X.	CAPITAL EXPENDITURES	\$5,910	\$2,887	\$1,036	\$0	\$9,832
TOTAL		\$705,277	\$714,490	\$160,605	\$128,543	\$1,708,914

Table 4B: FY 2026-2027 YMPO UPWP; *Direct Expenses*, by Work Element

WORK ELEMENT		Travel & Training	Contractual	Supplies	M&O	Technology	Membership	TOTAL
I.	ADMINISTRATION	\$19,067	\$56,684	\$6,150	\$105,080	\$12,700	\$2,600	\$202,281
II.	DATA COLLECTION / AIR QUALITY							\$ -
III.	TRANSPORTATION PROGRAM		\$67,403	\$11,576				\$78,980
IV.	REGIONAL PLANNING		\$226,298					\$226,298
V.	SPECIAL PROJECT PLANNING		\$173,457	\$8,700				\$182,157
VI.	LONG RANGE PLANNING		\$21,887					\$21,887
VII.	PUBLIC PARTICIPATION							\$ -
VIII.	PUBLIC TRANSPORTATION							\$ -
IX.	ENVIRONMENTAL OVERVIEW							\$ -
X.	CAPITAL EXPENDITURES				\$2,887			\$2,887
TOTAL		\$19,067	\$545,729	\$26,426	\$107,967	\$12,700	\$2,600	\$714,490

Notes: M & O = Management and Operations, Tech. = Technology

Table 5: Anticipated Schedule of Study Funding

Project Name	Cost
Roads of Regional Significance Study	\$120,000
TMA Upgrade Study to Inc. Federal Funded Program	\$95,000
Comprehensive Safety Action Plan	\$400,000
Short Range Transit Plan	\$120,000
I-8 Improvements Study	\$110,000
Regional Sales Tax Study	\$125,000
Daily Border Crossers Study*	\$75,000
Bike/Pedestrian Facilities Study*	\$85,000
Programming Total	\$1,130,000

*Study partially funded through FY28

YMPO Work Elements Descriptions

The YMPO Work Elements Section consists of descriptions of the major work products and tasks the MPO proposes to undertake. It is not intended for the examples listed here to be all-inclusive or that the work element sections are named exactly as shown below. Additional work elements related to transit, energy, livability and greenhouse gases, Title VI, DBE, and air quality will be included when applicable.

I. Administration

The administration section describes task functions required to manage the transportation planning process on a continual basis including program administration, development, review and reporting, anticipated staff development to include training, and an annual audit as required by **23 CFR Part 420.121**. The annual audit shall also be performed in accordance with **49 CFR Part 18.26**. These citations are also usually included under one CFR as part of **2 CFR Part 200**.

II. Air Quality

Maintain a current inventory of data to support transportation planning and facility/system design. Monitor congestion and changes in travel patterns in the region. The following information should be part of the Task Sheet for Data Collection:

Air Quality Standards: Coordinate with ADOT Data Management and Analysis/Air Quality staff to comply with requirements regarding nonattainment areas that do not meet the National Ambient Air Quality Standards. All regionally significant projects with a classification of minor arterial and above and some transit projects may require an Air Quality Conformity Analysis.

- 1 ADEQ and ADOT staff will provide guidance on the appropriate methodology and processes.
- 2 Air Quality Conformity Plans are updated every 4 years, or at any time, if there is a major TIP change or roadway improvement, and when the LRTP is updated.
- 3 Project conformity must be determined prior to the first time a non-exempt Federally funded project is adopted, accepted, approved, or funded.

III. Transportation Improvement Program (TIP)

Each MPO, in cooperation with the State and its local entities including the public transit operators, will prepare and update a TIP no less than once every four years. The TIP shall include all projects requiring FHWA and FTA approval; include a priority list of projects to be carried out in the first four (4) years; identify each project or phase; identify carry-forward funding, identifying funding source(s), and be financially constrained. FTA-funded projects shall include the FTA line-item identification. The TIP development process must provide a reasonable opportunity for public comment. Highway and transit projects must be selected

in accordance with the specific funding programs. Selected projects in the TIP must be consistent with and reflect the investment priorities in the LRTP. The TIP will identify the performance targets established under CFR 450.306(d) and should show how those targets are being achieved.

IV. Highway Performance Monitoring System (HPMS) Data

1. Collect the following data for all universe road and street section records in the HPMS database that are functionally classified above local;
 - a. Name of road and beginning and ending termini;
 - b. Jurisdiction responsible for ownership;
 - c. Jurisdiction responsible for maintenance;
 - d. Facility type (one-way/two-way road or street);
 - e. Section length (mileage);
 - f. Number of through lanes;
 - g. Type of surface;
 - h. Raw 24-hour traffic counts, factored average annual daily traffic (AADT) volumes, or AADT volume estimates. Traffic counts are to be collected on every section in a two-year cycle. If reporting raw traffic figures the month and date should be reported to.
2. For each member agency, update the following data for all roads and street records in the HPMS database that are functionally classified as Local.
 - a. Aggregate length in miles;
 - b. AADT volume range;
 - c. Type of surface, paved or unpaved.
3. Collect supplementary data items to update all sample section records in the HPMS database annually, as specified by the ADOT Data Management and Analysis Section.
4. Ensure all TDMS data is input into the TDMS Internet System for ADOT review: The TDMS Internet System is a web-based application that provides a venue for which statewide member agencies will update and submit their HPMS data to ADOT through each respective COG/MPO office.
5. Coordinate with the ADOT Data Management and Analysis Section to receive and present training on data collection for local jurisdictions, by January of each year.
6. Notify ADOT GIS Section when modifications are suggested or needed to data universe or sample section records because of project completions or other capital improvements.

7. Submit all required data listed above to the ADOT Data Management and Analysis Section by March 15. Adhere to other data element deadlines as specified by the ADOT Data Management and Analysis.
8. Maintain the computer hardware and software necessary to carry out this Work Element, as approved by ADOT and FHWA.

V. Functional Classification:

Maintain a current inventory of the MPO region's functional classification of roadways and urban boundaries, according to federal regulations and state procedures.

1. Create and/or maintain an inventory of basic centerline data for federally functionally classified roads (collector and above classifications) over a two-year cycle and update the inventory annually. Submit all data to the ADOT Data Management and Analysis/GIS Section.
2. Process proposed changes in classification through the ADOT Regional Planner and ADOT Data Management and Analysis/GIS Section. Based on roadway classification, verify that projects identified for the TIP are eligible for federal funding.

VI. Regional Transportation Planning

MPOs should undertake various regional, corridor, and sub-area planning studies within the region in consultation with the state, local, and transit operators to integrate land use planning with MPO's transportation planning process to ensure the successful implementation of the MPO's Long-Range Transportation Plan.

VII. Special Project Planning

This work element will cover all projects that do not fit into the elements listed here.

VIII. Long-Range Transportation Planning

Title 23 CFR 450, Subpart C, addresses metropolitan planning requirements. Each MPO must update the LRTP every 4 years in air quality non-attainment or maintenance areas, or every 5 years in air quality attainment areas. The LRTP must:

1. Cover at least a 20-year planning horizon;
2. Include long-range and short-range strategies that lead to an integrated intermodal plan;
3. Include a financial plan that compares estimated revenues with costs of construction, maintenance, capital purchases, and operations;
4. Consider all the planning factors; and
5. Provide an opportunity for public participation.
6. Similar to the TIP, the LRTP will identify the performance targets established under CFR 450.306(d) and will show how those targets are being achieved.

IX. Socio-Economic and Travel Files

Monitor and update socio-economic data files for impacts on the LRTP.

1. Ensure that current population and traffic analysis zone data are used for travel demand modeling in the MPO region.
2. Work with local jurisdictions to ensure that data required for the preparation of population estimates and projections used for transportation studies matches the current general plan for each entity.

X. Public Participation Plan (PPP)

Federal legislation requires MPOs to include provisions in the planning process to ensure the involvement of the public in the development of transportation plans and programs including the 20-year Long-Range Transportation Plan, the 4-year Transportation Improvement Program, Air Quality Plan, and the annual Work Program. The PPP shall require that members of the public be given at least forty-five (45) days to review and comment on the draft work program. Following that review period, at least one public meeting will be held prior to the adoption of the work program. The MPO will use local and regional newspapers to notify the public of the seven-day review period and date, times, and location of the public meeting. Copies of the draft UPWP, TIP, LRTP and the Air Quality Conformity Analysis will be posted on the MPO's website.

XI. Public Transportation Planning

The Metropolitan Transportation Plan for the metropolitan planning area occurs every 4 years and the update appropriately takes into consideration projects and strategies that will:

- Support economic vitality;
- Support livable, walkable, and sustainable communities.
- Increase the safety of the transportation system;
- Increase accessibility and mobility;
- Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote local planned growth;
- Enhance the integration and connectivity of the transportation system;
- Promote efficient system management and operation;
- Emphasize the preservation of the existing transportation system.
- Improve the resiliency and reliability of the transportation system.

The MPO will provide increased emphasis on issues related to alternative modes and regional intermodal connectivity including but not limited to:

- Local bus, express bus, and regional transit services;
- Pedestrian and bicyclist facilities/network;
- Commercial freight movers (truck, rail, and air);
- Connections between modes of travel;

- Maintain the system in a state of good repair.
- Satisfy the transportation performance measures as well as ADOT TAM performance measures for 5310 agencies that are open to the public, YCIPTA TAM and PTASP performance measures.

XII. Environmental Overview

On June 16, 2009, EPA joined with the U.S. Department of Housing and Urban Development (HUD) and the U.S. Department of Transportation (DOT) to help improve access to affordable housing, more transportation options, and lower transportation costs while protecting the environment in communities nationwide. Through a set of guiding livability principles and a partnering agreement that will guide the agency's efforts, this partnership will coordinate federal housing, transportation, and other infrastructure investments to protect the environment, promote equitable development, and help to address the challenges of climate change.

Livability Principles

Provide more transportation choices. Develop safe, reliable, and economical transportation choices to decrease household transportation costs, reduce our nation's dependence on foreign oil, improve air quality, reduce greenhouse gas emissions, and promote public health.

Promote equitable, affordable housing. Expand location and energy-efficient housing choices for people of all ages, incomes, races, and ethnicities to increase mobility and lower the combined cost of housing and transportation.

Enhance economic competitiveness. Improve economic competitiveness through reliable and timely access to employment centers, educational opportunities, services, and other basic needs by workers, as well as expanded business access to markets.

Develop walkable, sustainable communities to promote economic development. Coordinate with local agencies in implementing the walkable and sustainable element into the Alternatives projects to promote economic development within our region.

Support existing communities. Target federal funding toward existing communities—through strategies like transit-oriented, mixed-use development, and land recycling—to increase community revitalization and the efficiency of public works investments and safeguard rural landscapes.

Coordinate and leverage federal policies and investments. Align federal policies and funding to remove barriers to collaboration, leverage funding, and increase the accountability and effectiveness of all levels of government to plan for future growth, including making smart energy choices such as locally generated renewable energy

Value communities and neighborhoods. Enhance the unique characteristics of all communities by investing in healthy, safe, and walkable neighborhoods—rural, urban, or suburban.

XIII. Capital Expenditures

FHWA will, on a case-by-case basis, allow MPOs to purchase equipment as a direct expense with PL funds. Equipment is defined as any tangible, nonexpendable personal property having a useful life of more than one year and an acquisition cost of greater than \$5,000 or more per unit. Approval by the FHWA and ADOT is not required for equipment costs under \$5,000. However, these items should be programmed and itemized in the applicable WP tasks along with the associated local match. All proposed equipment purchases must comply with **49 CFR 18.32 and 18.33**, and the Federal Office of Management and **2 CFR Part 200**, Cost Principles for State, Local and Indian Tribal Governments, as well as ADOT policy **FIN-11.08** Federal Property Management Standards.

Task Elements

T-100 Administration & Management - FY 2026 – FY2027

Purpose

Administer the MPO and its work program in a manner that reduces transportation related fuel consumption, air pollution, greenhouse gases and clean energy, air quality, and supporting sustainable communities, and trade and tourism:

Coordinating and integrating sustainable solutions and maintaining a continuing 20-year multi-agency comprehensive long-range transportation plan, within a communicative atmosphere to incorporate our public involvement. Manage, plan, and direct the 3-C Transportation Planning Processes.

FY 2024 and 2025 Accomplishments

- Spearheaded collaborative efforts with regional stakeholders to enhance public involvement, ensuring community input shaped key initiatives.
- On-time grant management, receivables, and payables.
- Planned and executed the 24th Annual AZ Rural Transportation Summit in Yuma.
- Staff training and education to improve the quality of the operation and the organization.
- Continued education, networking, webinars, meetings, and conferences for thorough knowledge and development of YMPO to carry out federal and state requirements.
- Completed Financial Statements of the FY 2023 and FY 2024 Audits.
- Earned the Certificate of Achievement for Excellence in Financial Reporting for the FY 2023 audit and submitted the application for FY 2024 certification.
- Submitted FY 2023 and FY 2024 to the Federal Audit Clearinghouse.
- Designed and implemented a new logo to enhance the organization's branding and visual identity.
- Established new Mission, Vision, and Values statements.
- Initiated and finalized the development of a new website.
- Transitioned part-time Information Technology Manager to a full-time position and expanded the role to assume overall management of the traffic count program, became an associate transportation planner with emphasis on expanding YMPO GIS capabilities.
- IT Management for YMPO IT/Network/System infrastructure to include server, backup system, network security, end-user support, software, hardware, and secure remote network access via VPN.
- Replaced two traffic count vehicles at cost of \$58,000 combined, below the \$70,000 programmed. Originally programmed under T-100; and amended the second-year purchase to T-100 Capital Expenditures.
- Building: Completed xeriscape, stucco repair, painted retaining walls, pine tree removal, and replaced three outdated and worn building doors to enhance the safety and security of the building.

FY 2026 and 2027 Proposed Activities

- Planning/supervision/coordination to accomplish the FY 2026 and 2027 UPWPs.
- Facilitate interagency coordination to align transportation projects with sustainability goals, ensuring consistency across local, regional, and state plans.
- Manage file organization and ensure proper maintenance of onsite storage.
- Continuing IT Management for YMPO IT/Network/System infrastructure
- Education of the YMPO TAC, Executive Board members and Council Representatives of Cities and Towns by attending statewide transportation conferences such as the Rural Transportation Summit and Roads and Streets conference.
- Staff training and continuing education on current transportation planning trends through participation in meetings, workshops, and conferences.
- Staff training for career enhancement, email, ethics, grant management, mobility management, supervisory management skills, American Institute of Certified Planners and accounting.
- Anticipated out-of-state travel for conferences will consist of the following: Association Metropolitan Planning Organizations (AMPO), Community Transportation Association of America (CTAA), National Planning Conference (NPC) travel and travel for staff training, and others as necessary.
- Conduct necessary administrative support functions for operation and mission of the third largest MPO in the State of Arizona.
- Legal contract reviews/opinions/input on Executive Board agenda.
- Maintain required liability insurance coverage.
- Record and track inventory and depreciation schedules.
- Financial Statements and Audit for FY 2025 and FY 2026.
- Prepare the 2026 and 2027 UPWPs, annual budget amendments, progress reports, and manage the associated billing and accounting functions.
- Building: Traffic count area floor repair at approximately \$3K, conference room lighting repair \$2k, continued building maintenance.
- Office Furniture Upgrade approximately \$13K – for ergonomic furniture to optimize workplace efficiency and reduce risk of injury.
- Update the Personnel Policies and Procedures Manual, last updated May 2015.
- In-State Travel:
 - (Public Sector) - YMPO Staff, Board Members, or TAC members may attend any or all Federal, State, COG/MPO, or Local Government agency hosted meetings, training, conferences, review panels, or technical presentations that relate to transportation, or planning activities (e.g., FHWA, FTA, ADOT, COG/MPOs, AASHTO).
 - (Private Sector) - YMPO Staff, Board Members, or TAC members may attend any or all National or Local Non-Profit agency hosted meetings, trainings, conferences, review panels, or technical presentations that relate to transportation or planning activities (e.g., AzTA, RTAC, ACEC, AMPO, NARC, APA,)

FY 2026 and FY 2027 End-Products.

- Direction/management of the YMPO.
- UPWPs and Annual Budget.
- Records of revenues, expenditures, and progress reports.
- Audit; legal reviews/input.
- Contracts with USDOT, ADOT, FHWA, FTA, and ADEQ.

T-100 Administration & Management (FY 2026 Budget)								
Description	FHWA					FTA		Totals
	PL			SPR		5305d		
	PL	Local	In kind	SPR	In kind	5305d (CPG)	In kind	
YMPO Staff	\$81,817		\$4,945	\$44,181	\$11,045	\$37,636	\$2,275	\$181,899
Admin	\$124,708	\$24,500	\$7,538	\$72,359	\$18,090			\$247,195
Total	\$206,525	\$24,500	\$12,483	\$116,540	\$29,135	\$37,636	\$2,275	\$429,094

T-100 Administration & Management (FY 2027 Budget)								
Description	FHWA					FTA		Totals
	PL			SPR		5305d		
	PL	Local	In kind	SPR	In kind	5305d (CPG)	In kind	
YMPO Staff	\$86,472		\$5,227	\$46,695	\$11,674	\$39,777	\$2,404	\$192,249
Admin	\$91,027	\$24,700	\$5,502	\$111,255	\$27,814			\$260,297
Total	\$177,498	\$24,700	\$10,729	\$157,950	\$39,487	\$39,777	\$2,404	\$452,546

Technology Purchases: 2 computer replacements.

Consultant:

- **Continuation of Contracted Services – The PUN Group (CPA – Accounting Services)**
The objective of The PUN Group is to prepare financial statements in accordance with accounting principles generally accepted in the United States of American based on information provided by YMPO. They will conduct this portion in accordance with Statements on Standards for Accounting and Review Services (SSARS). Approximately \$26,000.
- **Continuation of Contracted Services – Walker & Armstrong (Auditing Services)**
The objectives of the auditors is to obtain reasonable assurance about whether the financial statements as a whole, are free from material misstatement, whether due to fraud or error, and issue and auditor's report that includes their opinions about whether our financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information. Approximately \$26,000.

T-200 Air Quality Conformity - FY 2026 – FY 2027

Purpose

Work with ADEQ and the local agencies to monitor the Yuma PM-10 Nonattainment area and the recently EPA approved Yuma attainment for the 8-hour national ambient air quality standards for Ozone, continue efforts to bring or maintain them into conformity, maintain the anticipated 2026 Air Quality Conformity Analysis, and other initiatives.

FY 2024 and 2025 Accomplishments

- Participated in interagency Air Quality meetings.
- Collaborated in ADEQ PM10 State Implementation Plan (SIP) Update meetings.
- Tracking of Reasonable Available Control Measures (RACMs).
- Travel demand model update for the FY 2026-2050 LRTP and FY 2026-2030 TIP.
- Finding of Conformity for the FY 2026-2050 LRTP and FY 2026-2030 TIP.

FY 2026 and 2027 Proposed Activities

- Continue to work with the Arizona Department of Environmental Quality (ADEQ), ADOT, Federal agencies, Irrigation Districts, and local agencies on the implementation of the SIP and re-designation of Yuma PM-10 and Ozone Nonattainment Areas to Maintenance areas.
- Maintain coordination with state and federal officials regarding air quality laws, regulations, and planning processes and techniques and submit scope of work for 2026-27.
- Assist ADEQ in developing a maintenance plan for the Yuma area.
- Review additional potential air quality issues dealing with Ozone.
- Continue to track local jurisdictions and entities' RACMs by developing a more formal data collection process.
- Participate in the Update to the YMPO PM-10 Maintenance Plan.
- Update the 2026 Air Quality Plan in conjunction with the FY 2026-2050 LRTP and the FY 2026-2030 TIP and make any necessary amendments.
- Air Quality Conformity Update using MOVES5 - Redo conformity based on EPA approval of new ADEQ MVEB budgets for PM10 and Ozone. Necessary within 2 years from the date of approval.

End Products

- Status of Air Quality Planning laws and regulations regarding PM-10 AND Ozone.
- Implementation of the new FY 2026 Conformity Analysis report.
- Possible Air Quality Conformity Update.
- Updated Conformity Procedures.
- Reports to TAC and Executive Board on Air Quality needs and requirements.
- New Air Quality Conformity Plan for Yuma Area Ozone, Control Measures Report, and milestones.
- Possible Approved Air Quality Maintenance Plan for the YMPO Region.

T-200 Air Quality Conformity (FY 2026 Budget)					
Description	FHWA		Other – (State)		Totals
	PL		ADEQ		
	PL	In kind	ADEQ	In kind	
YMPO Staff	\$3,252	\$197	\$10,000		\$13,448
Totals			\$10,000		\$13,448

T-200 Air Quality Conformity (FY2027 Budget)					
Description	FHWA		Other – (State)		Totals
	PL		ADEQ		
	PL	In kind	ADEQ	In kind	
YMPO Staff	\$3,990.29	\$214.19	\$10,000		\$14,231.48
Totals			\$10,000		\$14,231.48

T-300 Transportation Improvement Program (TIP) - FY 2026 – FY 2027

Purpose

The YMPO will establish and maintain a FY 2026-2030 TIP in accordance with the requirements of ***Title 23 USC 134*** and ***23 CFR 450.324***.

FY 2024 and 2025 Accomplishments

- Prepared and submitted 8 HSIP applications, awards TBD.
- Obligated STP (STBG) projects totaling \$3.1 million and Bridge Funded projects of \$294K.
- Completed on-time loan program for projects.
- Coordinated with local member agencies to ensure projects comply with Air Quality Conformity.
- Continued the 5-year FY 2022-2026 TIP, in concurrence with FY 2022-2045 YMPO LRTP.
- Reviewed FTA/ADOT Section 5307 applications and upon approval, included in the TIP.
- Approved transportation performance measures and targets

FY 2026 and 2027 Proposed Activities

- Continue to update the TIP in accordance with LRTP.
- Finding of Conformity for the amended FY 2022-2045 LRTP and FY 2022-2026 TIP
- Send all TIP Amendments to the ADOT Regional Transportation Planner for input in the ESTIP.
- Work with local member agencies and ADOT to implement a new 5-year FY 2026-2030 TIP to ensure all projects are on track for obligation. To include FTA Sections 5307 Programs and other federally funded projects.
- Ensure fiscal constraint within the new 5-year TIP.
- Ensure the projects listed are listed in the adopted LRTP.
- Adopt TIP Amendments as necessary for the YMPO Agencies
- Seek public input on TIP amendments and seek an Air Quality conformity analysis, if not already listed in the adopted LRTP.
- Assure that updated TIP conforms to PM-10 and Ozone State Implementation Plans and Yuma Maintenance Plans.
- Programming of FY 2027 and 2028 HSIP awards.
- Obtain Intergovernmental review of TIP Annual Element.
- Communicate local priorities to ADOT Southwest District Administrator, ADOT Priority Planning Advisory Committee (PPAC), ADOT Multimodal Planning Division, and State Transportation Board. (Involves preparation and delivery of presentations).
- Update the Public Participation Plan to include FHWA and FTA guidance.

End Products

- Continue to have a compliant and cost-constrained TIP, ensuring Yuma MPO projects move forward.
- FY 2026-2030 Transportation Improvement Program with 2026 Annual Element.

- Certification of the YMPO Transportation Planning Process.
- Attend Arizona State Transportation Board (AZSTB) and Priority Planning Advisory Committee (PPAC) meetings, as needed.
- Obligate approximately \$2 million in STBG, and Bridge Funds.
- Obligate funding resulting from the FY 2027 and 2028 HSIP applications

T-300 Transportation Improvement Program (FY 2026 Budget)							
Description	FHWA				FTA		Totals
	PL		SPR		5305d (CPG)		
	PL	In kind	SPR	In kind	5305d	In kind	
YMPO Staff	\$10,526	\$636	\$10,526	\$2632	\$14,035	\$848	\$39,203
Total	\$10,526	\$636	\$10,526	\$2632	\$14,035	\$848	\$39,203

T-300 Transportation Improvement Program (FY 2027 Budget)							
Description	FHWA				FTA		Totals
	PL		SPR		5305d (CPG)		
	PL	In kind	SPR	In kind	5305d	In kind	
YMPO Staff	\$12,589	\$761	\$12,589	\$3,147	\$16,786	\$1015	\$46,888
Total	\$12,589	\$761	\$12,589	\$3,147	\$16,786	\$1015	\$46,888

T-302 Transportation Alternatives-Arizona and California - FY 2026 – FY 2027

Purpose

To coordinate any Transportation Alternatives (TA) applications with the TIP update and encourage Imperial County Transportation Commission (ICTC) approval, as appropriate.

FY 2024 and 2025 Accomplishments

- Participated as TA Program TAC member for the review and scoring of project applications statewide.
- Assisted member agencies with TA program applications.
- Guided and coordinated TA project applications and obligated projects in the TIP.
- Participated in Yuma Regional Bicycle Coalition (YRBC) meetings

FY 2026 and 2027 Proposed Activities

- Participate as TA Program TAC member for the review and scoring of TA project applications statewide.
- Inform and assist member agencies, transit agencies, school districts, and non-profit agencies with TA program applications.
- Coordinate with CALTRANS and ICTC on possible TA Program projects.
- Continue coordination with ADOT for all Transportation Alternative options.
- Initiate RFP for Bike/Pedestrian Facilities Study to evaluate existing infrastructure, identify gaps or hazards, and propose improvements to support safer and more accessible walking and biking.

End Products

- Assist ADOT in successfully delivering TA Program.
- Program and utilize TA Program funds for member agencies.
- Utilize the Transportation Alternative options as, and when, offered by ADOT.
- Work with YMPO Agencies and others to create TA Projects, as needed.

T-302 Transportation Alternatives - AZ and CA Combined (FY 2026 Budget)					
Description	FHWA				Totals
	PL		SPR		
	PL	In kind	SPR	In kind	
YMPO Staff	\$3,917	\$237	\$979	\$245	\$5,378
Total	\$3,917	\$237	\$979	\$245	\$5,378

T-302 Transportation Alternatives - AZ and CA Combined (FY 2027 Budget)							
Description	FHWA				FTA		Totals
	PL		SPR		5305d (CPG)		
	PL	In kind	SPR	In kind	5305d	In Kind	
YMPO Staff	\$4,141	\$250	\$1,035	\$259			\$5,685
Bike/Pedestrian Facilities Study	\$10,445				\$9,555	\$578	\$20,576
Total	\$14,586	\$250	\$1,035	\$259	\$9,555	\$578	\$26,263

T-304 Intelligent Transportation Systems (ITS) - FY 2026 - FY2027

Purpose

To incorporate ITS technology and methodologies into the YMPO transportation planning program.

FY 2024 and 2025 Accomplishments

- Participated in efforts by the City of Yuma and Yuma County to develop a plan for ITS implementation in the Yuma region.
- Participated in a Request for Qualification review panel for the development of an ITS Program.
- This is a continuing work activity.

FY 2026 and 2027 Proposed Activities

- Participate in the City of Yuma and Yuma County development of an ITS program, expected to be funded in four or five phases.
- Participate in Federal programs to learn about ITS applications in other areas.
- Continue coordination with City of Yuma and Yuma County to develop a Traffic Management/Operations Center (TMC/TOC).
- Review needs for use of the TMC/TOC for emergency purposes.
- Meet with TAC and local communities to discuss how, and when, ITS should be implemented regionwide.
- Utilize the ITS program from the YMPO Long-Range Transportation Plan to better serve the YMPO Region.

T-304 Intelligent Transportation Systems (FY 2026 Budget)

Description	FHWA				FTA		Totals
	PL		SPR		5305d CPG		
	PL	In kind	SPR	In kind	5305d	In kind	
YMPO Staff	\$3,264	\$197	\$2,031	\$508	\$3,937	\$238	\$10,175
Total	\$3,264	\$197	\$2,031	\$508	\$3,937	\$238	\$10,175

T-304 Intelligent Transportation Systems (FY 2027 Budget)

Description	FHWA				FTA		Totals
	PL		SPR		5305d CPG		
	PL	In kind	SPR	In kind	5305d	In kind	
YMPO Staff	\$3,447	\$208	\$2,145	\$536	\$4,158	\$251	\$10,747
Total	\$3,447	\$208	\$2,145	\$536	\$4,158	\$251	\$10,747

T-305 Goods/Freight/Rail Planning - FY 2026– FY2027

Purpose

Review the needs of goods and freight movements in, out, and through the YMPO area and plan for improvements in the YMPO region.

FY 2024 and 2025 Accomplishments

- Continued communications with (primarily farming and military) stakeholders on plans, trends and happenings involving freight.
- 3-C planning process with ADOT, Caltrans, SANDAG, SCAG, Imperial County, and San Luis Rio Colorado, Sonora, Mexico.
- Participated in Arizona-Mexico Commission meeting.
- Support freight initiatives.

FY 2026 and 2027 Proposed Activities

- Participate in the ADOT Freight Corridor Re-designation Project to help shape the approach and criteria that should be used for designating in the state.
- Continue participation in the Trade Corridor planning process and include US/SR-95, I-8, and SR-195.
- Continue work with the Yuma Chamber of Commerce, GYEDC, GYPA, Farm Bureau, Fresh Produce, Yuma County Airport Authority, local farmers, and truckers.
- Study evolving methods regarding planning, forecasting, and meeting needs of goods/freight shippers and carriers.
- Consider the processes described in the Bureau of Transportation Statistics Freight Planning Manual for use in the YMPO area.
- Participate in JWC meetings and workshops.
- Support Short/Long Box Rail Freight.
- Ongoing communications with stakeholders on trends and current happenings involving freight Commercial freight movers (truck, rail, and air) 3-C planning process with ADOT, Caltrans, SANDAG, SCAG, Imperial County, and San Luis Rio Colorado, Sonora, Mexico. Participate, endorse freight friendly corridors, and identify statewide freight corridors.
- Promote cooperation and coordination across MPO, State, and international boundaries, where appropriate, to ensure a regional approach to freight planning.
- Coordination with Yuma County, San Luis, and Somerton for the Ave E-D Alignment Corridor.

End Products

- Freight planning and coordination in binational committee and conduct quarterly meetings
- Linking transportation with tourism and trade
- Identify freight routes in the region to better assist state and local agencies

T-305 Rail/Heavy Freight Planning (FY 2026 Budget)							
Description	FHWA				FTA		Totals
	PL		SPR		5305d CPG		
	PL	In kind	SPR	In kind	5305d	In kind	
YMPO Staff	\$4,616	\$279	\$1,385	\$346	\$3,231	\$195	\$10,053
Total	\$4,616	\$279	\$1,385	\$346	\$3,231	\$195	\$10,053

T-305 Rail/Heavy Freight Planning (FY 2027 Budget)							
Description	FHWA				FTA		Totals
	PL		SPR		5305d CPG		
	PL	In kind	SPR	In kind	5305d	In kind	
YMPO Staff	\$4,875	\$295	\$1,463	\$366	\$3,413	\$206	\$10,618
Total	\$4,875	\$295	\$1,463	\$366	\$3,413	\$206	\$10,618

T-307 Cross Border/Trade Corridor Planning - FY 2026 – FY 2027

Purpose

Continue cross border efforts in Binational Forums and increase transportation planning, traffic planning/engineering, rail planning and trade corridor planning with Sonora, Mexico and California for the State of Arizona. Assure joint coordination of mutual cross-border mobility, lifestyle, and economic interests.

FY 2024 and 2025 Accomplishments

- Participated in JWC Freight Planning workshops and peer exchange.
- Participated in Trade Meetings at San Luis POE II, when appropriate.
- Supported resolution of the Border Infrastructure Statewide.
- Participated in Nogales Delegation visit to San Luis, Arizona, with GSA and other stakeholders.
- Participated in the San Luis, Arizona Border project groundbreaking.

FY 2026 and 2027 Proposed Activities

- Communicate and participate in planning activities of U.S./Mexico Bi-National Bridges and Borders Conference, Arizona-Mexico Commission, San Luis Rio Colorado Commission, Greater Yuma Port Authority, Greater Yuma Economic Development Corporation, Customs and Border Protection, Border Trade Alliance, Border MPO Groups, Greening the Border activities, and other related groups, as necessary.
- Establish working relationships with citizens, technical staff, border liaisons, and elected officials in Arizona/Sonora, Mexico, regarding transportation planning and implementation programs.
- Participate in webinars on Border Infrastructure improvements.
- Participate in Linking Transportation to Economic drivers in the YMPO Region and Mexico.
- Participate on ongoing City of San Luis meetings on upgrade of San Luis POE I.
- Initiate a Daily Border Crossers Study and understand the impacts of transients in the transportation network.
- Participation in the State Freight Plan Update

End Products

- YMPO inputs to the above-listed groups, as necessary, to assure coordination of YMPO's Regional Transportation Plan (T-600), Transportation Improvement Program (T-300), and Air Quality Conformity Analysis (T-200).
- Working relationships regarding transportation issues with citizens and officials in Sonora, Mexico, and trans-border shippers and other interested groups.
- Identification of primary routes in the LRTP and TIP to facilitate federal and state funding in support of the design/construction of such routes.
- Participate in the Bi-National Border Studies.
- Support South County roadway improvements.

T-307 Cross Border Planning Budget (FY 2026 Budget)							
AGENCY	FHWA				FTA		TOTAL
	PL		SPR		5305d (CPG)		
	PL	In kind	SPR	In kind	5305d	In kind	
YMPO Staff	\$3,317	\$200	\$4,383	\$1,096	\$4,146	\$251	\$13,393
Total	\$3,317	\$200	\$4,383	\$1,096	\$4,146	\$251	\$13,393

T-307 Cross Border Planning Budget (FY 2027 Budget)							
AGENCY	FHWA				FTA		TOTAL
	PL		SPR		5305d (CPG)		
	PL	In kind	SPR	In kind	5305d	In kind	
YMPO Staff	\$3,502	\$212	\$4,628	\$1,157	\$4,378	\$265	\$14,142
Daily Border Crosser Study	\$25,095	\$1,517	\$14,928	\$3,732	\$7,380	\$446	\$53,098
Total	\$28,597	\$1,729	\$19,556	\$4,889	\$11,758	\$711	\$67,240

Consultant Activities:

➤ Continuation of Contracted Services – Daily Border Crosser Study

The Daily Border Crosser Study for the Yuma region aims to analyze the travel patterns, economic impact, and transportation needs of individuals who cross the U.S.-Mexico border daily. This study will gather data on commuter demographics, trip purposes, wait times, and modes of transportation to better understand the role of border crossers in the local economy and workforce. The findings will help inform transportation planning, infrastructure improvements, and policy decisions to enhance mobility, reduce congestion, and support cross-border economic activity in the Yuma region.

T-308 ADOT - Highway Performance Monitoring System (HPMS) - FY 2026-27**Purpose.**

The annual provision of traffic data is a cooperative effort between the Arizona State Department of Transportation (ADOT), local governments, and YMPO working in partnership to collect, assemble, and report data to support transportation planning activities to include, HPMS, Functional Classification of roads, Air Quality Standards, updated traffic counts, updated count maps (ultimately, ADOT is responsible for HPMS and traffic count collection data)

FY 2024 and 2025 Accomplishments.

- Assisted member agencies in collecting HPMS inventory data.
- Coordinated YMPO databases with HPMS reporting.
- Submitted traffic data for the YMPO Region to support the HPMS reporting requirements.
- Coordinated with YMPO agencies for data entry into the ADOT Traffic Data Management System (TDMS) program.
- Obtained traffic counts, as requested by YMPO member agencies “special counts” at additional cost.

FY 2026 and 2027 Proposed Activities.

- Continue work with ADOT/FHWA on HPMS data needs and uses in the YMPO Region.
- Coordinate with member agencies to obtain data items ‘special counts’ not available from current sources.
- Provide YMPO regionwide traffic data to support the HPMS program to ADOT using the new TDMS.
- Continue providing ADOT with traffic information for the TDMS program.
- Review the possibility of providing additional traffic counts to private customers.
- Implement near real-time Traffic Count data through our website and create a useful resource for member agencies.
- Furnish TDMS information to facilitate its integration into the SunCloud portal for use by member agencies.

End Products

- HPMS data for the YMPO Region.
- YMPO data files coordinated with HPMS TDMS databases and the local agency database.
- Assist members with International Roughness Index values using a profilometer.

T-308 Highway Performance Monitoring System (FY 2026 Budget)			
Description	FHWA		Totals
	PL		
	PL	In Kind	
YMPO Staff	\$ 15,725	\$ 950	\$ 16,675
Total	\$ 15,725	\$ 950	\$ 16,675

T-308 Highway Performance Monitoring System (FY 2027 Budget)			
Description	FHWA		Totals
	PL		
	PL	In Kind	
YMPO Staff	\$ 16,614	\$ 1,004	\$ 17,618
Total	\$ 16,614	\$ 1,004	\$ 17,618

T-309 Coordination of Transportation Services – FY2026 - FY2027

Purpose

Coordinate non-emergency transportation services in the YMPO Region. Although this is not a work program activity, it is part of YMPO's responsibilities and is included for transparency purposes. This activity is managed under a separate grant agreement with ADOT MPD Transit.

FY 2024 and 2025 Accomplishments

- Reviewed FTA sections 5310 and Mobility Management applications.
- Conducted quarterly regional coordination meetings.
- Developed and implemented a Pass Trainer Program.
- Mobility Manager certified as a Pass Trainer.
- Conducted Pass Trainer training and issued certifications.
- 5310 Regional Reviewer for application scoring.
- Timely quarterly billing and report submittals.
- Identified gaps in service and applied for additional funds to bring back Travel Training Program to the Yuma region.

FY 2026 and 2027 Proposed Activities

- Apply for 5310 Regional Mobility Management two-year FTA application cycle for FFY 2024.
- Continue looking for opportunities to maximize use of public transportation facilities and services.
- Provide guidance and support to potential transportation services providers.
- Continue to hold one on one transit service provider meetings.
- Continue Pass Training Program for the Southwestern Region.
- Develop a Travel Training Program for Yuma.
- Develop and implement public engagement techniques to reach 5310 stakeholders.
- Hold Quarterly Regional Mobility Committee Transportation meetings.
- Review FTA sections 5310, and Mobility Management applications.
- Participate in community networking meetings.
- Provide support and/or training for ADOT's new on-line application process.
- Update the 2023 Regional Coordination plan as needed.
- Coordinate Senior Living transportation and work with Saguaro Foundation and YCIPTA on trip reduction.

End Products

- Maintain Pass Training Program for service providers compliance with federal regulations.
- Prioritized FTA/ADOT Section, 5310 grant applications.
- ADOT 5310 Grant Award (Yuma Regional Mobility Manager).
- Develop Travel Training Program

T-309 Transportation Coordination (FY 2026 Budget)					
Description	FHWA		FTA		Total
	PL		5310		
	PL	In kind	5310	In Kind	
YMPO Staff	\$ 455	\$ 27	\$ 97,995	\$ 24,499	\$ 122,976
Mobility Training Programs			\$ 15,000	\$ 3,750	\$ 18,750
Total	\$ 455	\$ 27	\$ 112,995	\$ 28,249	\$ 141,726

T-309 Transportation Coordination (FY 2027 Budget)					
Description	FHWA		FTA		Total
	PL		5310		
	PL	In kind	5310	In Kind	
YMPO Staff	\$ 458	\$ 28	\$ 98,644	\$ 24,661	\$ 123,791
Mobility Training Programs			\$ 11,576	\$ 2,894	\$ 14,470
Total	\$ 458	\$ 28	\$ 110,220	\$ 27,555	\$ 138,261

T-400 Regional Transportation Planning – FY 2026 – FY 2027

Purpose

The Yuma region's Cooperative, Comprehensive, and Continuing (C-3) transportation planning process is conducted through the support of Yuma County, the cities of Yuma, Somerton, and San Luis, the town of Wellton, the Cocopah Indian Tribe, ADOT, and ADEQ, in cooperation with Caltrans, Imperial County, California and, with FHWA, FTA, and EPA.

FY 2024 and 2025 Accomplishments

- Conducted monthly TAC meetings.
- Participated in regional Land Use and Economic Development meetings.
- Participated COG/MPO Director and Planner meetings.
- Conducted monthly meetings with ADOT Southwest (Yuma) District Engineer and staff.
- Reviewed Planning Zoning, General Plans, and Transportation Plans.
- Completed Title VI update, Accomplishments and Goals Report.
- Continued implementing the FY 2022-2045 LRTP and amendments.
- Updated the FY 2022-2026 TIP with the coordination of local agencies.
- Develop the FY 2026-2030 TIP.
- Staff Project Management of studies
- Finalized a Complete Streets Concept Study and Streets design guidelines.
- Commenced Roads of Regional Significance Study

FY 2026 and 2027 Proposed Activities

- Conduct public input, consultation, and review process (see also T-200).
- Assure conformance of the FY 2026-2050 LRTP with the TIP and Air Quality requirements.
- Implement and update the FY 2026-2030 TIP with the coordination of local agencies.
- Update functional classification of routes.
- Conduct monthly meetings with the ADOT Southwest (Yuma) District Administrator and staff.
- Participated in COG/MPO Director and Planner meetings.
- Reviewing Planning Zoning, General Plans, and Transportation Plans.
- Title VI 2026 and 2027 updates.
- Participate in Disadvantaged Business Enterprises training and updates.
- Staff Project Management of studies
- Finalize and implement the Roads of Regional Significance Study (RORS).
- Implement Transportation Management Area (TMA) Upgrade Study to include a Federal Funded Program.
- Implement an I-8 Improvements Study.

End Products

- Coordination with local agencies on land use and transportation projects, analysis of and recommended solutions to future transportation needs.
- Local Transportation Plans and PARA studies.
- Increase efforts with the ADOT Yuma District Engineer and planning efforts
- Complete the Title VI update, Accomplishments and Goals Report.
- DBE and SBE businesses connection and ADOT vendor submission
- A new FY 2026-2030 YMPO TIP.
- A complete evaluation of the Roads of Regional Significance.
- A complete TMA Study including Federal Funded Program.

- A complete I-8 Improvements Study.

T-400 Regional Planning (FY 2026 Budget)							
Description	FHWA				FTA		Totals
	PL		SPR		5305d (CPG)		
	PL	In kind	SPR	In kind	5305d	In Kind	
YMPO Staff	\$ 9,582	\$ 579	\$ 9,213	\$ 2,303	\$ 18,058	\$ 1,092	\$ 40,827
Roads of Regional Significance	\$ 50,794	\$ 2,451	\$ 36,478	\$ 9,120			\$ 98,843
TMA Upgrade Study/Fed. Fund Program	\$ 32,038	\$ 1,937	\$ 23,195	\$ 5,799	\$ 26,540	\$ 1,604	\$ 91,113
I-8 Improvements	\$ 81,930	\$ 4,952					\$ 86,882
Total	\$ 174,344	\$ 9,919	\$ 68,886	\$ 17,222	\$ 44,598	\$ 2,696	\$ 317,665

T-400 Regional Planning (FY 2027 Budget)							
Description	FHWA				FTA		Totals
	PL		SPR		5305d (CPG)		
	PL	In kind	SPR	In kind	5305d	In Kind	
YMPO Staff	\$ 10,108	\$ 611	\$ 9,719	\$ 2,430	\$ 19,050	\$ 1,151	\$ 43,070
TMA Upgrade Study/Fed. Fund Program	\$ 13,228	\$ 800					\$ 14,028
I-8 Improvements	\$ 28,070	\$ 1,697					\$ 29,767
Total	\$ 51,406	\$ 3,107	\$ 9,719	\$ 2,430	\$ 19,050	\$ 1,151	\$ 86,864

Consultant Activities:

- **Continuation of Contracted Services – Roads of Regional Significance (RORS)**
The study will identify which roadways and/or highways in the YMPO region should be classified as RORS in the next 20 years, prioritize them, and determine the need and likely construction cost for each corridor and, if applicable, the maintenance cost. Such roads might include Ave E-D, County 14th, 19th, Ave D, and possibly 3E which might include transit routes and or act as “super arterials. Other major ones already established include I-8, US 95, SR 195, and any others.
- **Contract Services – TMA Upgrade Study to include Federally Funded Program**
The study will determine just how fast the region is growing and how and whether the region is likely to attain the TMA status by the 2030 Census. The study will also evaluate if there are any “special circumstances” that would allow the region to claim TMA status due to winter visitors and/or daily border crossers. The study will provide a federally funded program to prepare us for the TMA status in the near future and help guide YMPO Staff and member agencies with information, instructions, and deadlines in the region’s different transportation programs. This document will serve as a compilation

of resources available to member agencies on how transportation projects are programmed in the YMPO region.

➤ **Contract Services – I-8 Improvement Study**

The aim of the I-8 study is to identify at a planning level, what north-south roadways should connect with the freeway and what spacing should be implemented. ADOT generally maintains a minimum one-mile spacing for an urban area and, for rural areas, a minimum two-mile spacing. The Yuma region hovers between an urban and a rural classification but, within the first fifteen miles of I-8, is entirely within the Yuma urbanized area. Eastwards of MP 15, the interstate starts to climb through the Gila mountains and the classification immediately changes to rural.

T-401 Review/Update Socio-Economic and Travel Files – FY2026 – FY2027

Purpose

Monitor, maintain, and update socio-economic data files for impacts for the YMPO region.

FY 2024 and 2025 Accomplishments

- Participate in State Council for Technical Solutions meetings for population estimates and demographics.
- Updated zonal socio-economic files as necessary for the preparation of Title VI update. Coordinated YMPO member/agency agreement of inputs for 2050 countywide forecasts.
- Compiled information on the socio-economic impacts of the Somerton, San Luis, and Wellton General Plans, and the Joint City-County Land Use Plan, City of Yuma's Major Roadways Plan, and City of Yuma General Plan Updates.
- YMPO worked with member agencies to prepare data files necessary for the Transportation Forecasting Model.
- Coordinated with local agencies, and commented on existing/ approved General Plans, Land Use Plans, Transportation Plans, and Capital Improvement Programs.
- Review Arizona Chamber of Commerce and Council for Technical Solutions data for Statewide population estimates and forecasts.
- Coordinate with Chambers, GYEDC, YPIC, MAG, PAG, COG's and State agencies.
- Coordinate with member agencies for population demographic data collection.

FY 2026 and 2027 Proposed Activities.

- Coordinate with local agencies, and make comments, when requested, on existing/ approved General Plans, Land Use Plans, Transportation Plans, and Capital Improvement Programs.
- Review Arizona Office of Economic Opportunity and CTS meetings data population projections and forecasts.
- Provide input and ideas to improve the 2030 Census.
- Continue coordination with Chambers, GYEDC, YPIC, MAG, PAG, COGs, and State agencies.
- Compare current development trends to forecasts used in the LRTP update.
- Implement a Regional Half Cent Sales Tax Study.

End Products

- Current updated tables of socio-economic data for use with the YMPO region.
- Complete Regional Sales Tax Study

T-401 Regional Update Socio-Economic and Travel Files (FY 2026 Budget)					
Description	FHWA				Total
	PL		SPR		
	PL	In kind	SPR	In Kind	
YMPO Staff	\$ 5,697	\$ 344	\$ 1,424	\$ 356	\$ 7,821
Total	\$ 5,697	\$ 344	\$ 1,424	\$ 356	\$ 7,821

T-401 Regional Update Socio-Economic and Travel Files (FY 2027 Budget)					
Description	FHWA				Total
	PL		SPR		
	PL	In kind	SPR	In Kind	
YMPO Staff	\$ 6,015	\$ 364	\$ 1,504	\$ 376	\$ 8,258
Regional Sales Tax	\$ 125,000	\$ 7,556			\$ 132,556
Total	\$ 131,015	\$ 7,919	\$ 1,504	\$ 376	\$ 140,814

Consultant Activities:

➤ **Contract Services – Regional Sales Tax Study for Transportation**

A Countywide Regional Sales Tax Study for transportation in the Yuma region aims to assess the feasibility, benefits, and potential impacts of implementing a regional sales tax to fund critical transportation infrastructure and improvements. The study will evaluate current and future transportation needs, identify funding gaps, and explore how a sales tax could support roadway expansions, public transit enhancements, and overall mobility improvements. By analyzing economic, demographic, and traffic data, the study will provide decision-makers with valuable insights to develop a sustainable and efficient transportation system that supports regional growth and connectivity.

T-403 Transit Planning – FY 2026 – FY2027

Purpose

To ensure that transit service is considered a viable mode in the region as part of the regional transportation planning process and help support a coordinated, efficient, and sustainable public transportation system.

FY 2024 and 2025 Accomplishments

- Update transit projects in the FY 2022-2026 YMPO TIP, as requested by YCIPTA
- Refer to similar Task 800 Public Transportation Planning (Transit)

FY 2026 and 2027 Proposed Activities

- Work with member agencies, citizens and the FTA to provide transit to the Yuma region using FTA funds.
- Include information on FTA funding availability and grant applications.
- Continue to support efforts in relation to FTA Section 5307 and 5311
- Continue support for high-speed and AMTRAK Rail options.
- Continue to coordinate transit services associated with mobility management.
- Include transit projects in the FY 2026-2030 YMPO TIP, as requested by YCIPTA.
- Implement a Short-Range Transit Plan Update, in cooperation with YCIPTA. It was updated in 2021.

End Products

- Coordinated Transit and Transportation efforts and certifications provided as required by MPO per FTA guidance.
- Complete a Short-Range Transit Plan Update

Performance Measures and Goals

- Promote economic vitality, trade, and tourism efforts by reducing border wait times.

T-403 Transit Planning (FY 2026 Budget)									
Description	FHWA				FTA				Totals
	PL		SPR		5305d (CPG)		5305e		
	PL	In kind	SPR	In kind	5305d	In Kind	5305e	In Kind	
YMPO Staff	\$ 1,149	\$ 69	\$ 1,436	\$ 359	\$ 287	\$ 17			\$ 3,317
Short Range Transit Plan							\$ 120,000	\$ 30,000	\$ 150,000
Total	\$ 1,149	\$ 69	\$ 1,436	\$ 359	\$ 287	\$ 17	\$ 120,000	\$ 30,000	\$ 153,317

T-403 Transit Planning (FY 2027 Budget)									
Description	FHWA				FTA				Totals
	PL		SPR		5305d (CPG)		5305e		
	PL	In kind	SPR	In kind	5305d	In Kind	5305e	In Kind	
YMPO Staff	\$ 1,214	\$ 73	\$ 1,518	\$ 379	\$ 304	\$ 18			\$ 3,507
Short Range Transit Plan							\$ 60,000	\$ 15,000	\$ 75,000
Total	\$ 1,214	\$ 73	\$ 1,518	\$ 379	\$ 304	\$ 18	\$ 60,000	\$ 15,000	\$ 78,507

Consultant Activities:

➤ Contract Services – Short Range Transit Plan Update

*The **Short-Range Transit Plan (S RTP) Update** for the Yuma region aims to evaluate and enhance the region's public transportation system over the next five years. This update will assess current transit services, identify operational challenges, and recommend improvements to better serve residents, businesses, and visitors. Key focus areas include service efficiency, accessibility, ridership growth, and integration with other transportation modes. The plan will provide data-driven strategies to optimize routes, schedules, and resources, ensuring a more effective, reliable, and sustainable transit system that meets the evolving needs of the Yuma community.*

T-404 Port of Entry Planning – FY 2026 – FY2027

Purpose

Ensure Port of Entry planning to enhance the efficiency, safety, and infrastructure of border crossings within the region by evaluating current and future transportation needs at Ports of Entry, addressing traffic congestion, freight movement, and cross-border travel. MPO aims to collaborate with federal, state, local agencies, and other border agencies.

- Coordinate the provision of transit service, as requested by the agency concerned.

FY 2024 and 2025 Accomplishments

- Coordinate with the US Border Patrol; the US Bureau of Land Management; the US General Services Administration; ADOT; GYPA; the City of San Luis, Arizona; and the City of San Luis Rio Colorado, Sonora (SLRC), Mexico; on the reconstruction of, and continued operations through, and in the vicinity of, San Luis POE I.
- Participated in the San Luis LPOE I planning activities.
- Promoted Greening Transportation at the Border principles.
- Attended meetings with SLRC and binational committee to coordinate action plan.

FY 2026 and 2027 Proposed Activities

- Continue participation in San Luis LPOE I planning activities.
- Coordinate with San Luis and GSA on infrastructure needs.
- Attend US/Mexico Joint Working Committee (JWC) meetings.

End Products

- Continued to coordinate in Ports of Entry activities.
- Promote economic vitality, trade, and tourism efforts by reducing border wait times.

T-404 Port of Entry Planning (FY 2026 Budget)							
Description	FHWA				FTA		Totals
	PL		SPR		5305d CPG		
	PL	In kind	SPR	In kind	5305d	In kind	
YMPO Staff			\$ 3,991	\$ 998	\$ 3,991	\$ 241	\$ 9,221
Total			\$ 3,991	\$ 998	\$ 3,991	\$ 241	\$ 9,221

T-404 Port of Entry Planning (FY 2027 Budget)							
Description	FHWA				FTA		Totals
	PL		SPR		5305d CPG		
	PL	In kind	SPR	In kind	5305d	In kind	
YMPO Staff			\$ 4,212	\$ 1,053	\$ 4,212	\$ 255	\$ 9,732
Total			\$ 4,212	\$ 1,053	\$ 4,212	\$ 255	\$ 9,732

T-405 Linking Transportation, Economic Development/Land Use - FY 2026-27

Purpose.

To develop a multimodal transportation system that supports desired land uses and help shape land uses to support the transportation system. Support sustainable and walkable communities; promote jobs and economic development in the communities.

FY 2024 and 2025 Accomplishments.

- Provided comments on several member agencies' general plans.
- Provided comments on Yuma County Energy Planning and zoning files.
- Participated in Arizona Mexico Commission (AMC) tourism and trade meetings.
- Participated and provided comments in the Marine Corp Air Station (MCAS) Yuma Joint Land Use Plan
- Promoted projects impacting economic development in the Yuma region.

FY 2026 and 2027 Proposed Activities.

- Identify, and engage with, a full range of stakeholders (including public agencies, private and non-profit organizations, and the public) that should be involved in transportation and land use planning and decision-making.
- Consider strategies, tools, and modal options for transportation and land use.
- Review member agency General Plans and the Joint City-County Land Use Plan, City of Yuma's Major Roadways Plan. Implement staff training and continuing education on current transportation planning trends through participation in meetings, workshops, and conferences.
- Participate in regional meetings to coordinate Transportation and Economic Development/Land Use.
- Continue participation in statewide economic development planning.

End Products.

- Land use, economic development, trade, tourism, and transportation (or other infrastructure) plans in a coordinated manner, with all elements supporting a common vision.
- Linked information with statewide economic opportunities with transportation corridors/populations/small and medium businesses with state and Sonora Mexico.

T405–Linking Transportation /Land Use/Economic Development/Tourism (FY 2026 Budget)					
Description	FHWA				Totals
	PL		SPR		
	PL	In kind	SPR	In kind	
YMPO Staff	\$ 4,424	\$ 267	\$ 2,382	\$ 596	\$ 7,669
Total	\$ 4,424	\$ 267	\$ 2,382	\$ 596	\$ 7,669

T405—Linking Transportation /Land Use/Economic Development/Tourism (FY 2027 Budget)

Description	FHWA				Totals
	PL		SPR		
	PL	In kind	SPR	In kind	
YMPO Staff	\$ 4,670	\$ 282	\$ 2,515	\$ 629	\$ 8,096
Total	\$ 4,670	\$ 282	\$ 2,515	\$ 629	\$ 8,096

T-406 Coordination with ADOT Studies - FY 2026 – FY2027

Purpose.

Coordinate with ADOT and their consultants on various traffic and transportation studies in Yuma County and for the State of Arizona, monitoring statewide projects and funding.

FY 2024 and 2025 Accomplishments.

Obtained funding and participated in providing feedback on the following studies/DCR/Construction in the YMPO region:

- Electric Vehicle Charging Plan Update, Redesignation of Critical Freight Corridors, Vulnerable Road User Safety Assessment, Strategic Highway Safety Plan & Active Transportation Safety Action Plan, Active Transportation Safety Action Plan, Carbon Reduction Strategy, Transportation Alternatives (TA) Program, Bridge Program, US-95 Improvements Rifle Range Road to Wellton Mohawk Canal, Imperial Dam Road to Aberdeen Rd, and State Five Year Facilities Construction Plan.

FY 2026 and 2027 Proposed Activities.

- Work with ADOT in developing the FY 2026-2030 YMPO TIP.
- Coordinate with ADOT on TA Program
- Assist member agencies with AZ SMART MPO Approval Letters
- Attend and participate in public meetings regarding ADOT studies, construction programs, access management plans, and the state facilities transportation plan.
- Coordinate with ADOT and other agencies in the implementation of the LRTP.
- Continue efforts with ADOT to authorize 2026, 2025, 2027, 2028 projects in the YMPO TIP.
- Coordinate regional State projects with local districts.

End Products

- Coordinated ADOT/Local Transportation Studies in Yuma County.
- Implementation of the STIP, 5-Year Transportation Facility Construction Program, Intermodal Plan, Corridor Plans and Project Assessments.

T-406 Coordinating With ADOT Studies (FY 2026 Budget)							
Description	FHWA				FTA		Totals
	PL		SPR		5305d CPG		
	PL	In kind	SPR	In kind	5305d	In kind	
YMPO Staff	\$ 9,417	\$ 569	\$ 1,345	\$ 336	\$ 2,691	\$ 163	\$ 14,521
Total	\$ 9,417	\$ 569	\$ 1,345	\$ 336	\$ 2,691	\$ 163	\$ 14,521

T-406 Coordinating With ADOT Studies (FY 2027 Budget)							
Description	FHWA				FTA		Totals
	PL		SPR		5305d CPG		
	PL	In kind	SPR	In kind	5305d	In kind	
YMPO Staff	\$ 9,949	\$ 601	\$ 1,421	\$ 355	\$ 2,842	\$ 172	\$ 15,340
Total	\$ 9,949	\$ 601	\$ 1,421	\$ 355	\$ 2,842	\$ 172	\$ 15,340

T-500 Special Project Planning – FY 2026 – FY 2027

Purpose

Provide for work tasks that do not belong in other tasks throughout the FY 26-27 UPWP.

FY 2024 and 2025 Accomplishments.

- Applied for the 2023 Defense Community Infrastructure Pilot Program (DCIP) Grant in partnership with ADOT for US-95 improvements (regional project), unsuccessful.
- Applied for an SS4A grant for a Regional Comprehensive Action Plan (CSAP) and Implementation Project, yielding 400K.
- Applied for FY 2025 Congressional Directed Spending for US-95.
- Hosted three State Transportation Board meetings in the Yuma region.
- Completed FY 2022-2045 LRTP Amendment #1 and Air Quality Conformity Update

FY 2026 and 2027 Proposed Activities.

- Additional public involvement planning over, and above, normal activities.
- Host two State Transportation Board meetings in the Yuma region.
- Apply for discretionary grant opportunities for regional projects such as US95.
- Possible Amendment to Air Quality Conformity Analysis based on new MVEB's.

End Products

- Grant application(s) to federal agencies.
- Possible Amendment to Air Quality Conformity based on new MVEB's

T-500 Special Project Planning (FY 2026 Budget)								
Description	FHWA					FTA		TOTAL
	PL			SPR		5305(d) CPG		
	PL	Local	In Kind	SPR	In Kind	5305(d) CPG	In Kind	
YMPO Staff	\$4,746.00		\$ 287.00	\$3,883.00	\$ 971.00			\$ 9,887.00
Special Project		\$60,000.00				\$29,538.00	\$1,785.00	\$ 91,323.00
TOTAL	\$4,746.00	\$60,000.00	\$ 287.00	\$3,883.00	\$ 971.00	\$29,538.00	\$1,785.00	\$101,210.00

T-500 Special Project Planning (FY 2026 Budget)								
Description	FHWA					FTA		TOTAL
	PL			SPR		5305(d) CPG		
	PL	Local	In Kind	SPR	In Kind	5305(d) CPG	In Kind	
YMPO Staff	\$4,746.00		\$ 287.00	\$3,883.00	\$ 971.00			\$ 9,887.00
Special Project		\$60,000.00				\$29,538.00	\$1,785.00	\$ 91,323.00
TOTAL	\$4,746.00	\$60,000.00	\$ 287.00	\$3,883.00	\$ 971.00	\$29,538.00	\$1,785.00	\$101,210.00

Consultant Activities:

- **Contract Services** – Grant Writing and possible Air Quality Conformity update utilizing local funds.

T-520 Traffic Count Program – FY 2026 – FY 2027

Purpose

Monitor Yuma County's trends in traffic volumes from year to year, including seasonal fluctuations throughout the year.

FY 2024 and 2025 Accomplishments

- Conducted a bi-annual 24-hour traffic count at over 400 count stations, summarized the data, and prepared the annual Traffic Count Report.
- Compiled 12 months of 24-hour traffic count data at 20 locations throughout the region and used this to calculate seasonal factors.
- Worked closely with GIS Works to establish a workflow for migration of YMPO traffic count data into the ADOT MS2 Traffic Count Database System (TCDS) platform.
- Completed the correlation of YMPO count locations with ADOT MS2 count sites.
- Reduced traffic count equipment costs by in-sourcing specialized semi-consumable parts, (figure 8 wires) and establishing off the shelf battery replacement opportunities for an inventory of 50 traffic counters.
- Conduct bi-annual turning movement counts for the City of Yuma.

FY 2026 and 2027 Proposed Activities

- Conduct over 400 24-hour traffic counts at different locations bi-annually. Summarize the data and upload it to the ADOT MS2 portal.
- During each month of the year, conduct a 24-hour traffic count at approximately twenty (20) locations. This data provides values for calculating seasonal, time of day, and day of week factors.
- Conduct truck classification counts at selected count sites.
- Correlate YMPO Count Program with ADOT locations.
- Conduct and summarize further counts "special counts", as requested by member agencies, capturing volume, directional, classification and speed count data.
- Analyze the current YMPO traffic count program and focus on stratifying the hundreds of count locations into homogenous groups to support a reduced number of count locations, while maintaining the same level of statistical confidence in seasonal, transient, agricultural and normalized variations shown by counting the over 400 count locations.
- Continue to provide turning movement count services to the City of Yuma.

End Products

- A solid traffic count program that varies based on members' wants, which can be used to monitor changes in traffic flows, seasonal traffic fluctuations, duration of traffic peaks in Yuma County, and numbers and percent of trucks on major facilities.
- Make available YMPO regional traffic count data on the ADOT MS2 portal, enabling all users will gain access to the comprehensive reporting capabilities offered by the ADOT MS2 portal.

- Continue driving towards a more efficient traffic count program through innovation and waste reduction efforts to achieve an overall safe, sustainable, and regionally significant traffic count platform that benefits our member agencies.

T-520 Traffic Count Program (FY 2026 Budget)								
Description	FHWA				FTA		City of Yuma	Totals
	PL		SPR		5305d (CPG)		Traffic Count	
	PL	In kind	SPR	In kind	5305d	In Kind	Local	
YMPO Staff	\$45,401	\$ 2,744	\$ 27,060	\$ 6,765	\$ 28,375	\$ 1,715	\$ 12,666	\$124,726
Total	\$45,401	\$ 2,744	\$ 27,060	\$ 6,765	\$ 28,375	\$ 1,715	\$ 12,666	\$124,726

T-520 Traffic Count Program (FY 2027 Budget)								
Description	FHWA				FTA		City of Yuma	Totals
	PL		SPR		5305d (CPG)		Traffic Count	
	PL	In kind	SPR	In kind	5305d	In Kind	Local	
YMPO Staff	\$55,403	\$ 3,349	\$ 35,021	\$ 8,755	\$ 34,627	\$ 2,093	\$ 13,457	\$152,705
Total	\$55,403	\$ 3,349	\$ 35,021	\$ 8,755	\$ 34,627	\$ 2,093	\$ 13,457	\$152,705

T-530 Traffic Count Equipment FY 2026 – FY 2027

Purpose

Review traffic count equipment costs and determine the path that makes the most sense to reduce waste and improve efficiencies, while still maintaining a robust traffic count program.

FY 2024 and 2025 Accomplishments

- Insourced the manufacture of semi-consumable hardware (figure-8 wire) saving 85% of the cost (\$60 vs \$400) annually.
- Reworked existing inventory of traffic counters, replacing OEM proprietary battery packs with battery holders simplifying the use of off the shelf batteries, saving 75% of the cost (\$250 vs \$1,000) semi-annually.
- Replaced older traffic count vehicles, which had inconsistent and expensive maintenance histories, with newer models featuring extended warranties and service agreements, thereby enhancing the predictability and reliability of the fleet for the traffic count program.
- This is a continuing work activity

FY 2026 and 2027 Proposed Activities

- Obtain replacement traffic count equipment allowing state-of-the-art technology to facilitate tasks as stated in purpose.
- Review alternative traffic count equipment and technologies that can offer cost savings, better use of resources or provide more features and benefits than current equipment.
- Establish a Continuous Improvement Program (CIP) program for traffic count consumables and semi-consumables, by incentivizing improvement ideas and opportunities that can be validated, documented and implemented that save on consumable costs that are currently in the \$2,000-2,500 annually range.
- Continue to resupply expendable supplies.

End Products

- Electronic traffic counter(s), as needed
- Additional and/or replacement counters, as needed
- Hose tube, tape, and other supplies
- Vehicles

T-530 Traffic Count Equipment (FY 2026 Budget)						
Description	FHWA					Totals
	PL		SPR			
	PL	In kind	SPR	Local	In kind	
YMPO Staff	\$ 8,802	\$ 532	\$ 978		\$ 245	\$ 10,557
Maintenance/Supplies			\$ 8,500	\$ 2,533	\$ 2,125	\$ 13,158
Total	\$ 8,802	\$ 532	\$ 9,478	\$ 2,533	\$ 2,370	\$ 23,715

T-530 Traffic Count Equipment (FY 2027 Budget)						
Description	FHWA					Totals
	PL		SPR			
	PL	In kind	SPR	Local	In kind	
YMPO Staff	\$ 9,305	\$ 562	\$ 1,034		\$ 258	\$ 11,159
Maintenance/Supplies			\$ 8,700	\$ 2,691	\$ 2,175	\$ 13,566
Total	\$ 9,305	\$ 562	\$ 9,734	\$ 2,691	\$ 2,433	\$ 24,725

T-540 Traffic Planning Assistance (FY 2026 – FY 2027)

Purpose

Assist local agencies with traffic engineering operations and review of traffic impact of proposed developments.

FY 2024 and 2025 Accomplishments

- Received and provided comments as appropriate to planning and zoning submittals submitted for review from the local agencies.

FY 2026 and 2027 Proposed Activities

- Coordinate traffic planning assistance with YMPO member agencies, State, and federal agencies, including FHWA, CBP, GSA, and their consultants in the Yuma region.
- Analyze transportation systems and policies, identify problems and potential solutions; evaluate alternatives; make recommendations for policies, plans, and projects; prepare reports of findings; and participate in the implementation of adopted solutions and projects.
- Determine traffic impacts and relate such to adopted LRTP, TIP, and Air Quality SIP.
- Coordinate with the ADOT Statewide Safety Plan.
- Coordinate with member agencies regarding traffic signal synchronization, Access Management, sign management, striping efforts, roundabout, and TI improvements.

End Products

- Reports summarizing impacts, conclusions, and recommendations.
- Coordinate with jurisdiction on implementation strategies on identifying solutions to the enrichment of higher safety factors in the YMPO region.

T-540 Traffic Engineering and Planning Assistance (FY 2026 Budget)					
Description	FHWA				Total
	PL		SPR		
	PL	In kind	SPR	In Kind	
YMPO Staff	\$ 4,296	\$ 260	\$ 1,074	\$ 269	\$ 5,899
Total	\$ 4,296	\$ 260	\$ 1,074	\$ 269	\$ 5,899

T-540 Traffic Engineering and Planning Assistance (FY 2027 Budget)					
Description	FHWA				Total
	PL		SPR		
	PL	In kind	SPR	In Kind	
YMPO Staff	\$ 4,535	\$ 274	\$ 1,133	\$ 283	\$ 6,225
Total	\$ 4,535	\$ 274	\$ 1,133	\$ 283	\$ 6,225

T-560 Traffic Safety FY 2026 – FY 2027

Purpose

Provide coordination in the YMPO region with necessary assistance in the safety sector to include High Risk Rural Roads Program (HRRRP) and Highway Safety Improvement Program (HSIP) when the funding cycle opens within ADOT.

FY 2024 and 2025 Accomplishments

- Prepared and submitted 8 HSIP applications for cycle FY 27 & 28, awards TBD.
- Continued oversight of programmed \$18 million in HSIP projects in the TIP resulting from FY 25 & 26 application cycle.
- Provided crash history to local agencies as requested.
- Assisted member agencies to obligate all the available HSIP funding available each year.
- Coordinated with ADOT Traffic Safety Section and member agency on project initiation documentation.

FY 2026 and 2027 Proposed Activities

- Implement an SS4A-funded regional Comprehensive Action Plan (CSAP) and Implementation Project.
- Apply for AZ SMART fund for reimbursement of local match for SS4A.
- Solicit YMPO regional entities for safety projects to be selected for TAC recommendation.
- Obtain newly formatted access to the current year's data from ADOT.
- Assist jurisdictions with Road Safety Audits (RSAs).
- Review/update crash data to identify high crash locations for YMPO member agencies.
- Maintain fatality newspaper news.
- Incorporate safety for non-motorized multimodal facilities, bikes, and pedestrians in LRTP
- Develop a fourth phase of the Regional Transportation Safety Plan Update.

End Products

- Complete a CSAP and Implementation Project.
- Report on possible high accident rate locations to member agencies, as requested.
- Completion of HSIP-initiated projects.
- A mapping system that identifies safety and accident locations in the YMPO region.
- Updated Regional Crash Data System for member agencies.

T-560 Traffic Safety (FY 2026 Budget)								
Description	FHWA				FTA			Totals
	PL		SPR		SS4A			
	PL	In kind	SPR	In kind	SS4A	Local	In Kind	
YMPO Staff	\$ 9,051	\$ 547	\$ 2,263	\$ 566				\$ 12,427
Regional Safety Applications					\$ 240,000	\$ 60,000		\$ 300,000
Total	\$ 9,051	\$ 547	\$ 2,263	\$ 566	\$ 240,000	\$ 60,000		\$ 312,427

T-560 Traffic Safety (FY 2027 Budget)								
Description	FHWA				FTA			Totals
	PL		SPR		SS4A			
	PL	In kind	SPR	In kind	SS4A	Local	In Kind	
YMPO Staff	\$ 9,557	\$ 578	\$ 2,389	\$ 597				\$ 13,121
Regional Safety Applications					\$ 160,000	\$ 40,000		\$ 200,000
Total	\$ 9,557	\$ 578	\$ 2,389	\$ 597	\$ 160,000	\$ 40,000		\$ 213,121

Consultant Activities:

Contract Services – Comprehensive Safety Action Plan

- *The Regional Comprehensive Safety Action Plan and Implementation Project aims to improve transportation safety by identifying high-risk areas and developing data-driven strategies to reduce crashes and fatalities. This plan prioritizes infrastructure improvements, policy recommendations, and multimodal safety initiatives. Through collaboration with local, state, and federal agencies, the project advances the implementation of targeted solutions, creating a safer and more efficient transportation network for all road users.*

T-570 GIS/Transportation Planning FY 2026 – FY 2027

Purpose

To assure that Geographic Information System (GIS) technology is effectively integrated and implemented into the transportation planning activities at the YMPO and, as appropriate, at the YMPO member agencies.

FY 2024 and 2025 Accomplishments

- Obtained copies of local GIS data, for use in analysis and map creation for a variety of deliverables: Long-Range Transportation Plan, Regional Mobility Plan, Title VI and the Regional Coordination Plan.
- Updated the demographic analysis section of the Transportation Coordination Plan
- With Executive Board approval YMPO has secured contributor status to commence collaboration with the Arizona SunCloud Portal.

FY 2026 and 2027 Proposed Activities

- Support GIS partnerships by working with ADOT MS2, Arizona Sun Cloud Portal, and with regional member agencies where possible.
- Continue working with ADOT to implement statewide GIS efforts.
- Support GIS efforts of YMPO member agencies and partners.
- Implement GIS training & technologies into the YMPO planning process, where possible.
- Undertake GIS training program for Information Technology Manager in skills related to relevant GIS needs that will benefit member agencies and partners
- Participate in local GIS meetings and conference where appropriate.

End Products

- GIS technologies integrated into the YMPO transportation planning and traffic engineering processes.
- Identification of growth areas in relation to residential, commercial, and industrial development.
- Develop staff member skills to concentrate on GIS for regional planning purposes.

T-570 GIS / Transportation Planning (FY 2026 Budget)					
Description	FHWA				Totals
	PL		SPR		
	PL	In kind	SPR	In kind	
YMPO Staff	\$ 10,564	\$ 639	\$ 4,528	\$ 1,132	\$ 16,863
Total	\$ 10,564	\$ 639	\$ 4,528	\$ 1,132	\$ 16,863

T-570 GIS / Transportation Planning (FY 2027 Budget)					
Description	FHWA				Totals
	PL		SPR		
	PL	In kind	SPR	In kind	
YMPO Staff	\$11,162	\$ 675	\$ 4,784	\$ 1,196	\$ 17,817
Total	\$11,162	\$ 675	\$ 4,784	\$ 1,196	\$ 17,817

T-600 Long Range Transportation Planning FY 2026 – FY 2027

Purpose

In compliance with **Title 23 CFR 450, Subpart C** metropolitan planning requirements, the YMPO will update the Long-Range Transportation Plan (LRTP) every 4 years in air quality non-attainment or maintenance area or every 5 years in air quality attainment areas. The LRTP will cover at least a 20-year planning horizon; include long-range and short-range strategies that lead to an integrated intermodal plan; include a financial plan that compares estimated revenues with the cost of construction, maintenance, capital purchases, and operations; consider planning factors, and provide an opportunity for public participation. Include coordination with YCIPTA and other stakeholders.

FY 2024 and 2025 Accomplishments

- FY 2022-2045 LRTP Amendment #1 and Air Quality Conformity Analysis Update.
- Update of the FY 2026-2050 LRTP and Air Quality Conformity
- Informed the YMPO Technical Advisory Committee (TAC) on major project milestones and overall accomplishments to Executive Board.
- Implemented a Public Involvement Plan, various meetings held throughout the County during significant milestones.
- Coordinated Technical Working Group meetings with stakeholders.
- Conducted Interagency Consultation for Air Quality Conformity (Also see T-200).
- Traffic Count Map outcome of part of the LRTP update.

FY 2026 and 2027 Proposed Activities

- Adopt and implement the FY 2026-2050 YMPO Long Range Transportation Plan (LRTP) and Air Quality Conformity by July 1, 2025.
- Assure project conformance of LRTP with YMPO's TIP and Air Quality standards.
- Continue the implementation of the 2026-2050 Long Range Transportation Plan.
- Possible Air Quality Conformity Update using MOVES5 - Redo conformity based on EPA approval of new ADEQ MVEB budgets for PM10 and Ozone. Necessary within 2 years from the date of approval.

End Products

- Coordination with local agencies on land use and transportation projects.
- Analysis of and recommended solutions to future transportation needs
- Coordination of Local Transportation Plans

T-600 Long Range Transportation Planning (FY 2026 Budget)							
Description	FHWA				FTA		Totals
	PL		SPR		5305d CPG		
	PL	In kind	SPR	In kind	5305d	In kind	
YMPO Staff	\$13,807	\$ 835			\$ 3,452	\$ 209	\$ 18,303
Total	\$13,807	\$ 835			\$ 3,452	\$ 209	\$ 18,303

T-600 Long Range Transportation Planning (FY 2027 Budget)							
Description	FHWA				FTA		Totals
	PL		SPR		5305d CPG		
	PL	In kind	SPR	In kind	5305d	In kind	
YMPO Staff	\$14,581	\$ 881			\$ 3,645	\$ 220	\$ 19,327
Total	\$14,581	\$ 881			\$ 3,645	\$ 220	\$ 19,327

Consultant Activities: None

T-601 Federal/State/Local Legislation FY 2026 – FY 2027

Purpose

Conduct consultation, coordination, and planning activities for transportation planning, legislative actions, and funding of projects in Yuma County. (Note: This is NOT a direct lobbying activity).

FY 2024 and 2025 Accomplishments

- This is a continuing work activity.
- Support RTAC-led HB2304 Greater Arizona Regional Priority Projects for one-time funding opportunity.
- Support RTAC-led HB2101 Arizona SMART used to assist Greater Arizona communities in pursuing federal competitive grant dollars.

FY 2026 and 2027 Proposed Activities

- Participate in Rural Transportation Advocacy Council (RTAC) Advisory Committee meetings.
- Attended RTAC Board meetings.
- Arizona Transit Association (AzTA) and Rural Transportation Summit activities.
- Provide input to local, state, and federal agencies and elected officials on local transportation needs, and possible legislation.
- Preparation of or assist in the preparation of legislation, resolutions, or position papers regarding transportation matters.

End Products

- Speeches, presentations, reports, and draft legislation, as necessary.
- Legislation, Resolutions, and/or Position Papers regarding transportation matters.

T-601 Federal/State/Local/Legislation (FY 2026 Budget)				
Description	FHWA			Totals
	PL			
	PL	Local	In Kind	
YMPO Staff	\$ 7,710	\$ -	\$ 466	\$ 8,176
RTAC Liason	\$ 21,887	\$ 1,152	\$ 1,323	\$ 24,362
Total	\$ 29,597	\$ 1,152	\$ 1,789	\$ 32,538

T-601 Federal/State/Local/Legislation (FY 2027 Budget)				
Description	FHWA			Totals
	PL			
	PL	Local	In Kind	
YMPO Staff	\$ 8,142		\$ 492	\$ 8,634
RTAC Liason	\$ 21,887	\$ 1,152	\$ 1,323	\$ 24,362
Total	\$ 30,029	\$ 1,152	\$ 1,815	\$ 32,996

T-602 Small Community Assistance FY 2026 – FY 2027

Purpose

Provide assistance for transportation improvements in the Cities of San Luis, Somerton, the Town of Wellton, and in the Cocopah Indian Tribe.

FY 2024 and 2025 Accomplishments

- This is a continuing work activity

FY 2026 and 2027 Proposed Activities

- Work with small communities to provide technical expertise and assist with their transportation needs.

End Products

- Public Involvement defined transportation improvements in each of the small communities in the YMPO area.
- Inclusion of local projects in the adopted Transportation Improvement Program.
- Local assistance in small funding projects for small communities.

T-602 Small Community Assistance (FY 2026 Budget)					
Description	FHWA				Totals
	PL		SPR		
	PL	In kind	SPR	In kind	
YMPO Staff	\$ 3,451	\$ 209	\$ 2,824	\$ 706	\$ 7,190
Total	\$ 3,451	\$ 209	\$ 2,824	\$ 706	\$ 7,190

T-602 Small Community Assistance (FY 2027 Budget)					
Description	FHWA				Totals
	PL		SPR		
	PL	In kind	SPR	In kind	
YMPO Staff	\$ 3,643	\$ 220	\$ 2,981	\$ 745	\$ 7,589
Total	\$ 3,643	\$ 220	\$ 2,981	\$ 745	\$ 7,589

T-700 Public Participation Plan FY 2026 – FY 2027

Purpose

Communicate with the media, public, and the staff and officials of member jurisdictions about ongoing, planned, or proposed projects with which the YMPO is involved.

FY 2024 and 2025 Accomplishments

- Conducted Focus Area and Open House for the Long-Range Transportation Plan and Complete Street Concept Study engagements.
- Made most of the YMPO public documents available on the YMPO Website.
- Apply to the Arizona State Board on Geographic and Historic Names for the naming of US 95 east of the City of Yuma to the Gary Knight Memorial Highway. Activity required communication with stakeholders.

FY 2026 and 2027 Proposed Activities

- YMPO will take an active role to seek public input on our TIP and projects being planned and implemented in our region.
- Continue to publish YMPO documents on the YMPO Website.
- YMPO will meet with its seven-member agencies, State and Federal agencies, Caltrans, Imperial County (California) Transportation Commission (ICTC), YCIPTA, GYPA, all area Chambers of Commerce, GYEDC, Yuma County Airport Authority, and media to identify issues and to prepare presentations, as necessary. YMPO staff meets with local civic and community groups, as necessary, to explain issues and projects and to seek input on a variety of planning concerns.
- Engage the public in possible Regional Sales Tax.
- Update Public Participation Plan.

End Products

- Effective public information program.
- Informed citizens and public officials about transportation goals, needs, and projects.
- Citizen/public/private input on the TIP, Air Quality Conformity, and Transit.
- Hold public forums to educate public on YMPO functions.

T-700 Public Participation Plan (FY 2026 Budget)							
Description	FHWA				FTA		Totals
	PL		SPR		5305d CPG		
	PL	In kind	SPR	In kind	5305d	In kind	
YMPO Staff	\$ 4,710	\$ 285	\$ 4,710	\$ 1,178	\$ 1,047	\$ 63	\$11,993
Total	\$ 4,710	\$ 285	\$ 4,710	\$ 1,178	\$ 1,047	\$ 63	\$11,993

T-700 Public Participation Plan (FY 2027 Budget)							
Description	FHWA				FTA		Totals
	PL		SPR		5305d CPG		
	PL	In kind	SPR	In kind	5305d	In kind	
YMPO Staff	\$ 4,973	\$ 301	\$ 4,973	\$ 1,243	\$ 1,105	\$ 67	\$ 12,662
Total	\$ 4,973	\$ 301	\$ 4,973	\$ 1,243	\$ 1,105	\$ 67	\$ 12,662

T-800 Public Transportation Planning FY 2026 – FY 2027

Description

- YCIPTA and YMPO will provide increased emphasis on issues related to alternative modes and regional intermodal connectivity including but not limited to Local bus, express bus, and regional transit services.
- Pedestrian and bicyclist facilities network
- Commercial freight movers (truck, rail, and air) with emphasis on commercial freight and truck. Connections between modes of travel
- Maintaining the system in a state of good repair

Purpose

These strategies will:

- Support economic viability.
- Increase the safety of the transportation system.
- Increase accessibility and mobility.
- Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote local planned growth.
- Enhance the integration and connectivity of the transportation system;
- Promote efficient system management and operations;
- Emphasize the preservation of the existing transportation system.

FY 2024 and 2025 Accomplishments

- Continued implementing the FY 2022-2026 YMPO TIP.
- Updated transit projects in the FY 2022-2026 YMPO TIP, as requested by YCIPTA.
- Started development of the 2026-2030 YMPO TIP.

FY 2026 and 2027 Proposed Activities

- Adopt and implement the FY 2026-2030 YMPO TIP
- Work with member agencies, citizens, and the FTA to provide transit to the Yuma region using FTA funds. Include information on FTA funding availability and grant applications.
- Continue support for efforts in relation to FTA Section 5309 funding for multimodal transportation centers and Veterans transportation.
- Continue support for high-speed and AMTRAK Rail options.
- Coordinate emergency planning in the Yuma region with YCIPTA.
- Perform the Mobility Management for the 5310 program.
- Continue to work with the local services transit providers and hold quarterly Regional Coordination meetings.
- Include transit projects in the FY 2026-2030 YMPO TIP, as requested by YCIPTA.
- Develop a Short-Range Transit Plan, in cooperation with YCIPTA.
- Provide FTA Program Projects to YMPO for Transit TIP Development (YCIPTA, YMPO)
- Grant Administration and Management for the following grants:
 - FTA Section 5307, (YCIPTA).
 - Surface Transportation Block Grant Program Flex-Funding (YCIPTA and YMPO).

- Continue to seek discretionary funding for the construction of the Multimodal Transportation Center (YCIPTA).
- Collaborate with YCIPTA on possible AZ SMART Fund for reimbursement of local match for RAISE Grant award for Hotel del Sol in into the Yuma Region's first Multimodal Transportation Center.

End Product

- Transit TIP Update.
- FTA Programs of Projects.
- Apply for FTA Funding.
- Coordinated Transit and Transportation efforts and certifications provided as required by MPO per FTA guidance.

T-800 Public Transportation Planning (FY 2026 Budget)							
Description	FHWA				FTA		Totals
	PL		SPR		5305d CPG		
	PL	In kind	SPR	In kind	5305d	In kind	
YMPO Staff	\$ 3,903	\$ 236	\$ 2,602	\$ 650	\$ 6,504	\$ 393	\$ 14,288
Total	\$ 3,903	\$ 236	\$ 2,602	\$ 650	\$ 6,504	\$ 393	\$ 14,288

T-800 Public Transportation Planning (FY 2027 Budget)							
Description	FHWA				FTA		Totals
	PL		SPR		5305d CPG		
	PL	In kind	SPR	In kind	5305d	In kind	
YMPO Staff	\$ 4,123	\$ 249	\$ 2,748	\$ 687	\$ 6,871	\$ 415	\$ 15,094
Total	\$ 4,123	\$ 249	\$ 2,748	\$ 687	\$ 6,871	\$ 415	\$ 15,094

T-900 Environmental Overview FY 2026 – FY 2027

Description

To equip regional planning efforts to strive for compliance with a set of guiding livability principles established through a partnership of the EPA, HUD, and USDOT.

Purpose

Through coordination, help improve access to affordable housing, more transportation options, and transportation costs while protecting the environment in the YMPO community.

FY 2024 and 2025 Accomplishments

- Included many tools and processes to assess the interrelationship of housing, transportation, and the environment in the FY 2026-2050 LRTP.
- Coordinated environmental efforts with projects in TIP, LRTP, and our stakeholders.

FY 2026 and 2027 Proposed Activities

- Integration of RTP recommendations into local zoning, subdivision, and engineering standards (YMPO, City, County)
- Implement the livability principles of the RTP to promote sustainable communities.

End Products

- Implemented recommendations in the FY 2026-2050 LRTP.
- Amended local ordinances (ongoing).

T-900 Environmental Overview (FY 2026 Budget)			
Description	FHWA		Totals
	PL		
	PL	In kind	
YMPO Staff	\$ 2,340	\$ 141	\$ 2,481
Total	\$ 2,340	\$ 141	\$ 2,481

T-900 Environmental Overview (FY 2027 budget)			
Description	FHWA		Totals
	PL		
	PL	In kind	
YMPO Staff	\$ 2,474	\$ 150	\$ 2,624
Total	\$ 2,474	\$ 150	\$ 2,624

T-1000 Capital Expenditures FY 2026 – FY 2027

Purpose

To ensure the YMPO is equipped to fulfill its mission and service. This task enables the purchase of capital equipment in excess of \$5,000 or more per unit. The funding for the actual purchases is contained under a different line item.

FY 2024 and 2025 Accomplishments

- Replaced two traffic count vehicles at cost of \$58,000 combined, below the \$70,000 programmed. Originally programmed under T-100; and amended the second year to reflect programming under T-1000 Capital Expenditures.

FY 2026 and 2027 Proposed Activities

- Building: Roof replacement at approximately \$25,000-\$30,000.

End Products

- Record and track capital expenditures in inventory and depreciation schedules.

T-1000 Capital Expenditures (FY 2026 Budget)					
Description	FHWA				Totals
	PL		SPR		
	PL	In kind	SPR	In kind	
YMPO Staff	\$ 3,080	\$ 186	\$ 2,520	\$ 630	\$ 6,416
Capital Expense	\$ 18,708	\$ 1,131	\$ 9,180	\$ 2,295	\$ 31,314
Total	\$ 21,788	\$ 1,317	\$ 11,700	\$ 2,925	\$ 37,730

T-1000 Capital Expenditures (FY 2027 Budget)					
Description	FHWA				Totals
	PL		SPR		
	PL	In kind	SPR	In kind	
YMPO Staff	\$ 3,250	\$ 196	\$ 2,659	\$ 665	\$ 6,771
Capital Expense	\$ 2,887	\$ 175			\$ 3,062
Total	\$ 6,137	\$ 371	\$ 2,659	\$ 665	\$ 9,832

Table 6: Commonly Used Abbreviations

ADA	Americans With Disabilities Act
ADEQ	Arizona Department of Environmental Quality
ADOT	Arizona Department of Transportation
AQ	Air Quality
ASH	Area Service Highway
AZSTB	Arizona State Transportation Board
BACM	Best Available Control Measures
BIL	Bipartisan Infrastructure Law (see also IIJA)
BQAZ	Building A Quality Arizona
PAT	Framework Studies - Policy Advisory Team
MAT	Framework Studies - Management Advisory Team
RAT	Framework Studies - Regional Advisory Team
CAAA	1990 Clean Air Act Amendments
CALTRANS	California Department of Transportation
CBI	Coordinated Border Infrastructure
CBP	California Border Patrol
CMAQ	Congestion Mitigation Air Quality
CO	Carbon Monoxide
COG	Council of Government
CTPP	Census Transportation Planning Package
DAR	Dial-A-Ride
DBE	Disadvantaged Business Enterprise
DCR	Design Concept Report
DES	(Arizona) Department of Economic Security
EA	Environmental Assessment
EIS	Environmental Impact Statement
EPA	Environmental Protection Agency
FAA	Federal Aviation Administration
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year
GIS	Geographic Information System
GSA	Us General Services Administration
GYPA	Greater Yuma Port Authority
GYEDC	Greater Yuma Economic Development Corp.
HPMS	Highway Performance Monitoring System

IIJA	Infrastructure Investment and Jobs Act, (see also BIL)
ISTEA	Intermodal Surface Transportation Efficiency Act
ITS	Intelligent Transportation Systems
LEP	Limited English Proficiency
LEPC	Local Emergency Planning Committee
LRTP	Long-Range Transportation Plan
LTAf	Local Transportation Assistance Fund
MIS	Major Investment Study
MMTC	Multimodal Transit Center
MPO	Metropolitan Planning Organization
NAA	Non-Attainment Area
NAAQS	National Air Ambient Quality Standards
NAFTA	North American Free Trade Agreement
NEPA	National Environmental Policy Act
NHS	National Highway System
OA	Obligational Authority
OZ	Ozone
PARA	Planning Assistance for Rural Areas
PL	Planning Funds (ADOT)
PM10	Particulates < 10 Microns
POE	Port of Entry
POPTAC	Population Technical Advisory Committee
PPAC	Priority Planning Advisory Committee
PTASP	Public Transportation Agency Safety Plans
RAAC	Resource Allocation Advisory Committee
RACM	Reasonable Available Control Measures
RAVE	Robert A. Vaughan Expressway
RFP	Request for Proposals
RFQ	Request for Qualifications
RTAC	Rural Transportation Advisory Committee
RTP	Regional Transportation Plan
MAP21	Moving Ahead For Progress In The 21 st Century
SANDAG	San Diego Associations of Government
SCAG	Southern California Association of Governments
SETIF	Safety Enforcement Transportation Infrastructure Fund
SIP	State Implementation Plan for Yuma PM-10 Nonattainment Area
SPR	State Planning Funds

SRTS	Safe Routes to School
STP	Surface Transportation Program
STRANET	Strategic Highway Network
TAC	Technical Advisory Committee
TAM	Transit Asset Management
TE	Transportation Enhancement
TEA-21	Transportation Equity Act for the 21st Century
TCM	Transportation Control Measures
TDM	Transportation Demand Management
TIP	Transportation Improvement Program
TSM	Transportation System Management
TSP	Total Suspended Particulates
UA	Urban Area
UPWP/B	Unified Planning Work Program and Annual Budget
USDOT	United States Department of Transportation
YCIPTA	Yuma County Intergovernmental Public Transit Authority
YMPO	Yuma Metropolitan Planning Organization
YPIC	Yuma Private Industry Council
YRGIS	Yuma Regional Geographic Information System

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YMPO INFORMATION SUMMARY for Agenda Item #9

The Transportation Alternatives Program (TAP)

DATE: May 29, 2025

SUBJECT: The Transportation Alternatives Program (TAP).

SUMMARY:

The TA Program is a set-aside from the Surface Transportation Block Grant Program under the Bipartisan Infrastructure Law (BIL). On March 24, 2025, ADOT announced the opening of application submissions for the Transportation Alternatives Program (TAP). The Initial Screening Application deadline closed on May 5, 2025. All screening applications will be reviewed by ADOT for eligibility, errors, missing information, and recommendations. Project sponsors will then be invited to submit their final applications. The last day to submit final applications has been extended to Friday, June 6, 2025.

Once all final applications have been submitted. The TA TAC will review the applications until and provide judgement-based scoring input covering several categories of criteria. After the TA TAC finishes their scoring inputs, a ranked and prioritized TA Program list will be generated and forwarded for recommendation to the State Transportation Board.

We have drafted and executed two Letters of Support (LOS) for the following projects:

- **City of Yuma** – Shared Use Pathway, Avenue 6E – 32nd Street to 36th Street
- **Yuma County** – Shared Use Pathway, East Main Canal from Yuma Co. 12th St to Yuma Co. 14th Street

Date	Major TA Deliverables/Deadlines (2025)
March 24, 2025	Call for projects
March 24, 2025	ADOT Screening Application review begins
May 5, 2025	Initial Screening Application deadline
June 6, 2025	Final Evaluation Application deadline
TBD	TA TACs recommended project priority list
July 18, 2025	Arizona State Transportation Board approves project awards

PUBLIC INPUT:

There has been no public input on this subject, to date.

ACTION NEEDED:

This item is on the agenda for information, discussion, and possible comment only, at this stage.

CONTACT PERSON:

Jeff Heinrichs, IT Manager/Associate Planner.

YMPO INFORMATION SUMMARY for Agenda Item 13

YMPO Director's Evaluation

DATE: May 29, 2025

SUBJECT: YMPO Director's Evaluation

SUMMARY: The Director's annual evaluation process is NOT particularly well defined in YMPO By-Laws, but generally includes a review by a subcommittee comprising the Chair and two other Board members, selected by the Chair, from different agencies. The subcommittee then presents their combined evaluation to the full Board in Executive Session, and the Board discusses whether a raise is appropriate and, if so, how much.

The Performance Evaluation Subcommittee was chosen during the February 2025 Executive Board meeting. The subcommittee includes Chairwoman Maria Cecilia Cruz, Deputy Mayor Carol Smith, and Councilmember Luis Galindo. Usually, evaluations are carried out on anniversary dates; the Director's promotion originally occurred on February 24, 2022 Board meeting; however, last year, the Board agreed that the evaluation would align best considering personnel hiring that occurred during that time if conducted in June of each year to coincide with the Unified Planning Work Program budget state fiscal Year (July through June) and implement any considered raises effective at the start of the July.

The Board will have the opportunity to discuss the Director's evaluation process and determine a date to evaluate the Director.

ACTION NEEDED:

This item is on the agenda for information, discussion, and possible action to determine a date to evaluate the Executive Director.

PRIOR BOARD/COMMITTEE ACTIONS:

At their February 27, 2025, meeting, the Board unanimously approved the Directors Evaluation Subcommittee.

CONTACT PERSON: Crystal Figueroa, Executive Director, 928-783-8911.