

EXECUTIVE BOARD REGULAR MEETING MINUTES

Local Governments & Citizens Working Together

F:\Ward

**Executive Board
Regular Meeting
Thursday, July 28, 2022
1:30 P.M.**

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

1. Call to Order and the Pledge of Allegiance
Chairman Martin Porchas called the meeting to order at 1:30 p.m. He called on Councilmember (and Vice-Chairman) Gary Knight to lead, and asked members to join him, in reciting the Pledge of Allegiance.

2. Roll Call Attendance and Declaration of Votes
Blenda Dale, YMPO Accountant II/Executive Assistant, called the roll as follows:

YMPO Executive Board Members Present:

Chairman	Martin Porchas, Board of Supervisors, Yuma County ^
Vice-Chairman	Gary Knight, Councilmember, City of Yuma ^
Secretary/Treasurer	Cecilia McCollough, Mayor, Town of Wellton ^
Member	Lynne Pancrazi, Board of Supervisors, Yuma County ~
Member	Karen Watts, Councilmember, City of Yuma ^
Member	Leslie McClendon, Deputy Mayor, City of Yuma ~
Member	Bruce Fenske, Southwest District Administrator, ADOT ^

^ Attended in person.

~ Participated by teleconference.

As four of the seven constituent member agencies were represented, the quorum requirement was met.

YMPO Executive Board Members Absent:

Member	Matias Rosales, Councilmember, City of San Luis *
Member	Martha Garcia, Councilmember, City of Somerton *
Member	Cocopah Indian Tribe - not currently identified *

+ Not present but represented by proxy by another member.

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

YMPO Staff Present:

Crystal Figueroa	Executive Director
Charles Gutierrez	Senior Planning Manager

Paul Ward	Principal Engineer
Jesus R. Aguilar, Jr.	Mobility Manager
Blenda Dale	Accountant II/ Executive Assistant
Norma Chavez	Administrative Assistant/Bookkeeper

Declaration of Votes: All three representatives for the City of Yuma and both representatives for Yuma County were either present and/or on-line, so the votes would be cast based on the default voting decided at the beginning of the year.

3. Title VI Declaration and Call to the Public.

Ms. Norma Chavez, YMPO Bookkeeper, read a message reminding members of the YMPO Title VI obligations. No members of the public addressed the Board.

4. Consent Agenda.

A. Approval of the June 30, 2022, Board Meeting Minutes.

B. YMPO Income/Expenditure Report for June 2022.

A copy of the draft minutes of the Regular Board meeting from June 30, 2022, accompanied the agenda and the June 2022 financial report was also provided for review. Ms. Crystal Figueroa, YMPO Executive Director, reported that Mr. Bruce Fenske, the Arizona Department of Transportation (ADOT) Southwest District Administrator, had requested a minor correction to the draft minutes. On page 4 of 7, reference had been made to the ADOT Metropolitan Planning Division. The name of the Division should be correctly called the Multimodal Planning Division.

MOTION: Vice-Chairman Knight moved to approve the June 30, 2022, regular meeting minutes, as amended, and to accept the YMPO Income/Expenditure Report for June 2022, as published. Councilmember Karen Watts seconded, and the motion was unanimously approved.

5. Requested Changes to the YMPO Title VI Plan and Training.

Mr. Charles Gutierrez, YMPO Senior Planning Manager (YMPO Title VI Coordinator), updated the Board on proposed changes to the YMPO Title VI of the Civil Rights Act of 1964 Plan, the Limited English Proficiency (LEP) Plan, and the Public Participation Plan (PPP). In addition to the listed changes, Mr. Gutierrez conducted a brief training session for members of the Board on the FY 2023 YMPO Title VI Plan. There was no further action expected as part of this agenda item.

6. YMPO Rail/Heavy Freight Study - Update Report.

Mr. Gutierrez updated the Board on the YMPO Rail/Heavy Freight Study. The second round of stakeholder meetings occurred in July 2022. The turn-out for the San Luis and Yuma public engagement meetings was higher than expected. Mr. Gutierrez stated that 34% of attendees chose at least one of the alternative routes for the rail, but the majority of the 65 respondents who attended the second meeting were not supportive of any of the routes under current consideration.

About half did not want any rail and half of the remainder only supported rail if it was NOT on farmland.

As for future steps, Mr. Gutierrez continued that there will be more public involvement and all of the alignments will be formally assessed. In about a month there will be a technical analysis and an economic impact analysis that focuses on direct, indirect and induced effects in local business activities. The end result will be a recommended alignment. The next step involves another public meeting focusing on, but not limited to, the farming community.

Vice-Chairman Knight stated his support for further public meetings and expressed the importance of gaining the opinions of the agricultural and military stakeholders. He also asked when the 2013 study was conducted, were there not informal agreements already been established with these stakeholders in reference to building a rail-line?

Mr. Gutierrez assured Vice-Chairman Knight that these stakeholders had been approached in a timely fashion. He was not aware of any agreements made with said stakeholders during the 2013 study.

Supervisor Lynne Pancrazi asked if the Bureau of Reclamation was also included as a stakeholder. Mr. Gutierrez confirmed that the Bureau had been one of the stakeholders formally contacted regarding the study. Supervisor Pancrazi also asked why the existing unused rail land, which runs through Fourth Avenue and downtown Yuma area could not be considered as an alternative route since the right-of-way already exists. Vice-Chairman Knight stated that route is "off the table", as the route was not possible. There would have to be a bridge constructed at Fourth Avenue and the rail in question could not support heavy rail. He stated that, on this alignment, the existing rail would never be able to connect with Union Pacific Railroad ever again.

Mr. Fenske asked if whomever needs to acquire land for the project, should the project get approved, would they have eminent domain available to them? Chairman Porchas opined that the rail authorities usually have that authority, but further suggested that it depends on whether the agency acquiring any such land was a government agency or not.

Mr. Gutierrez reminded members that the study is still in the conceptual phase. YMPO is very interested in any comments and referred all to the YMPO website to leave comments. He also stated he would compile all comments resulting from the latest stakeholder meeting and provide those comments to the consultants who are conducting the study.

Based on the greater than normal interest received to date, Ms. Figueroa suggested that YMPO would consider holding an additional public meeting to

gather further input into the alignments, especially from, but not limited to, the farming community. Further information regarding such an additional meeting would be forthcoming and all members would be notified. There was no further action expected as part of this agenda item.

7. Amendment #3 to the FY 2022-23 Unified Planning Work Program (UPWP)

Ms. Figueroa presented this item and showed a copy of the staff memorandum which was included in the agenda packet. There were 21 items in the memorandum that accompanied the packet which detailed the changes to funding sources and work to be performed. Most of the changes addressed the closeout of the budget for fiscal year 2022, the deferral of funds and the work associated to FY 2023. The memorandum also included two ongoing studies, the Regional Coordination Plan, and the San Luis Downtown Redevelopment Study, which included YMPO funds for the Origin-Destination (O-D) Study component and ADOT funds being passed-through YMPO for the Downtown Circulation and Parking Studies components. Finally, there are two major YMPO Studies in the memorandum, the Roads of Regional Significance Study and the Complete Streets Concept Study. Ms. Figueroa then briefly showed the updated funding tables and summarized that the budget had slightly decreased to \$1,647,594 in combined federal and local funds.

Ms. Figueroa continued that several more grant opportunities were expected to become available during the next few months as part of the Bipartisan Infrastructure Law (BIL, aka the IIJA) and, based on the recent Notices of Funding Opportunities (NOFOs) for those Grants released, generally the timelines for applying for these Grants do not allow for sufficient time for requesting funds for each Grant process.

As a result, she had previously suggested establishing a single Grant Application for Transportation Equity (GATE) line item in the UPWP. This item includes a total amount of \$60,000 in local funds, and would give authority to the Executive Director to allocate up to \$15,000 for separate consultant contracts to pursue grants as they become available, and was now being presented, as part of this UPWP Amendment, for approval.

MOTION: Vice-Chairman Knight moved to approve Amendment #3 to the FY 2022-2023 YMPO UPWP, as shown in the staff report and authorize the Executive Director to enter into consultant contracts, with companies to apply for as-yet undefined transportation grants made available through the BIL. Ms. Watts seconded the motion, and it was unanimously carried. As a follow-up, Ms. Figueroa confirmed that she would report back to the Board regarding any uses of these funds for consultant contracts.

8. Defense Community Infrastructure Pilot (DCIP) Program Grant Update.

Mr. Paul Ward, YMPO Principal Engineer, presented this item and explained that the DCIP Program is a Department of Defense effort administered by the Office of Local Defense Community Cooperation (OLDCC) and that this was the third year of the program. Having been informed of the opportunity, at very short notice, Mr. Gutierrez set up a series of meetings, with various stakeholders, including staff from the ADOT SW District and the Executive Grants Team, the US Army-Yuma Proving Grounds (YPG), YMPO, Greater Yuma Economic Development Corporation (GYEDC), and an Arizona State Transportation Board representative, to solidify a grant application proposal.

Following Board approval of the funding at a special Board meeting earlier in June 2022, a small consultant team from Wilson and Company was contracted to pursue the DCIP Grant for approximately \$13.3 million for US-95 improvements from Rifle Range Road to the Wellton-Mohawk Canal bridge. Mr. Ward summarized the steps in the process and reported that the result has been the successful submittal of the Grant to the Defense Department, by the ADOT Coordination staff. Mr. Gutierrez reported that the application had been accepted and that we expect to hear some feedback from the Defense Department during the middle of August. No Board action is anticipated on this item, at this stage.

9. Regional List of Projects.

Ms. Figueroa presented this item and reported that last year, the Rural Transportation Advocacy Council (RTAC) went through a lengthy process with the Greater Arizona Metropolitan Planning Organizations and the rural Councils of Governments (MPOs/COGs), compiling a regional list of projects that were submitted on behalf of RTAC for possible State funding through the State budget process and NOT for regular funding by ADOT. As a result of last year's effort, the Yuma region received \$3.5 million in State general funds (instead of the expected \$6.5 million) for US-95 widening improvements in the State budget approved mid-June 2022.

As the State budget appears to be generating a similar surplus again this year, the RTAC Board authorized an additional effort for next year's budget cycle. The YMPO Technical Advisory Committee (TAC) has already started compiling another list of regional projects for consideration and recommended approval by the YMPO Board at next month's meeting. The goal is to have the lists of priority projects to promote and engage our Legislators at the upcoming Rural Transportation Summit, to be held in the City of Maricopa between September 14-15, 2022.

Mr. Gutierrez showed the list of projects from last year and reported that the TAC has until August 4, 2022, to submit additional projects for inclusion on the list that will be presented to the YMPO Board and then to the RTAC Board. Ms. Figueroa added that this year's intent was to target three different total amounts, for \$100, \$200 and \$300 million. The expectation is that, if funds are allocated to the RTAC

list, the YMPO region should receive approximately \$13, \$26, or \$40 million in funding, based on population, and depending on the amount authorized by the State Legislature.

10. YMPO FY 2022-2026 Transportation Improvement Program (TIP) Amendment #3.
Mr. Gutierrez presented this item and outlined the changes being requested to the TIP. He pointed out some corrections to project numbers, federal funding changes, tweaks to project descriptions and some new projects being submitted by Yuma, Yuma County, YMPO and a series of transit project changes being requested by YCIPTA.

Vice-Chairman Knight moved to approve Amendment #3 to the YMPO FY 2022-2026 TIP, Deputy Mayor McClendon seconded, and the motion was unanimously approved.

11. Regional Coordination Plan (RCP) Request for Proposal (RFP).
Mr. J. R. Aguilar, Jr., the YMPO Mobility Manager, presented this item, reporting that the RFP for the RCP was advertised on June 22, 2022, with e-mail invitations being sent to over 35 different consultant companies.

The Federal Transit Administration (FTA) Section 5310 Program focuses on Enhanced Mobility of Seniors (65 years and over) and Individuals with Disabilities, primarily in the Urban Areas, through ADOT Transit Staff. The plan must be maintained to include all 5310-funded projects at the regional level to assist local transportation providers in assessing and developing local and regional mobility management and coordination options, and the most recent YMPO RCP that was approved occurred in 2017.

Proposals were due to YMPO by 3:00 p.m. on July 20, 2022, but no proposals were submitted by that date. YMPO staff have contacted the consultant companies to see whether there are any reasons why their companies did not respond and/or to gain any feedback on whether they are interested in submitting, if YMPO decides to re-advertise.

YMPO staff have reviewed the RFP in detail, will make any changes that are needed to the RFP and the associated timeline, and will correct several errors in the contact names on the original distribution list of consulting companies. We expect to re-advertise the RFP within 30 days and expect to make a recommendation to the Board, regarding a preferred consultant company, by the October meeting.

Ms. Figueroa reminded members that this has happened before, with the Short-Range Transit Plan. In that case, YMPO re-advertised and receive four bids by the extended deadline and resulted in a successful Plan.

12. Highway Safety Improvement Program (HSIP) Applications for Federal Fiscal Years (FFYs) 2025 and 2026 Update

Mr. Gutierrez presented this item and reported that all applications for HSIP funded projects for FFYs 2025 and 2026 had been delivered to the ADOT Traffic Safety Section, for their review and comment, with ADOT questions expected by tomorrow, July 29, 2022. The deadline for answering those questions, by YMPO member agencies, has been extended and this response time is expected to be mid-September.

Mr. Gutierrez briefly outlined the projects submitted for consideration by ADOT and reported that they totaled almost \$28 million, with benefit/cost (b/c) ratios between 6.3 and 18.3. During the last HSIP cycle for FFYs 2023 and 3034, which occurred almost three years ago, the lowest funded b/c ratio was 6.5 and the YMPO region received almost \$10.2 million in federal funds.

Based on the additional safety funds in the BIL, Mr. Gutierrez indicated that there had been discussions regarding a possible second round of safety projects. However, he reported that the YMPO consultant team is ready to react to whatever comments or questions ADOT may have and the TAC members from each agency had been alerted to be ready to respond, as needed.

Mr. Ward reported that, very recently, some of the projects that had been selected during the previous cycle were shown in the Yuma Sun as going in front of the Board of Supervisors for approval of the intergovernmental agreements between Yuma County and ADOT to actually construct the projects concerned.

13. The Arizona Rural Transportation Summit (AZRTS) Board attendance follow-up.

Ms. Dale presented this item, reminding members that the annual RTS conference for the AZRTS is currently scheduled for September 14 and 15, 2022, at the Ak-Chin Casino and Resort, in Maricopa. Customarily, members of the Executive Board are invited to attend this conference and YMPO will normally pay for registration, lodging and travel to the conference. She gently reminded members to please let her know who wanted to attend as the early-bird registration date was approaching on July 31, 2022. Chairman Porchas, Vice-Chairman Knight (who was being paid for by ADOT), and Secretary/Treasurer McCollough confirmed their attendance for the conference.

Ms. Dale indicated that YMPO intended to provide members a chance to influence Yuma region legislators by inviting them to dinner, probably at the Chop, Block and Grill restaurant on the first night, after the initial conference meet and greet was over. Currently, members of YMPO staff are expecting to attend the conference.

The Chairman called on Kevin Adam, the RTAC Legislative Liaison, to provide some input by confirming that after the early-bird deadline, prices would increase. He also cautioned that the conference allocation of rooms had temporarily been

exceeded, but that the organizing team staff was arranging an increase in the number of rooms.

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

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

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

Mr. Fenske reported that the CalTrans/ADOT bridge project on I-8 over the Colorado river is breaking ground in October. During the project, I-8 will have lane closures approximately four times. There was some bridge rehabilitation work on Fourth Street and Giss Parkway replacing the bridge rail with concrete and which will result in a two-month closure, to occur during August and September, as this project must be finished before the CalTrans project can start.

Mr. Kevin Adam, RTAC, stated the legislature adjourned their session. They were able to approve the budget, directing approximately a billion dollars in one-time funding to infrastructure. They discussed the rural priority list which was directed towards transportation. Next year, there will be a push towards getting funding for local projects in the state budget, but this had been covered in another agenda item.

Ms. Figueroa stated she would be interviewing candidates for the IT Manager position at YMPO and hopes to present the new IT Manager at the next Executive Board meeting.

15. Possible Future Agenda Items

Ms. Figueroa suggested that the following items will be heard at future meetings and encouraged members to suggest topics for discussion at future Board meetings:

- A. Regional Project Priority List
- B. Possible funding for future IIJA Grants
- C. DCIP Update
- D. HSIP Application Update

16. Progress Reports

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

- a. Jun 1 - Title VI Mandatory Training (CG, JR)
- b. Jun 1 - YMPO Rail Study Stakeholder Meeting (PW)
- c. Jun 2 - Traffic Counters Staff Meeting (CG, JR, RA)
- d. Jun 2 - AZSTB Study Session, Phoenix (PW by Zoom)
- e. Jun 2 - Defense Community Infrastructure Pilot Program (CG, PW)
- f. Jun 2 - RTAC Board Special Meeting (CG, PW)
- g. Jun 6 - Achieve 5310 Quarterly Report (JR)
- h. Jun 8 - Local Public Agency Training Series (Module 2) (CF, CG)
- i. Jun 8 - COGs/MPOs Director's meeting (PW)
- j. Jun 8 - Avenue E/D Industrial Corridor Project telemeeting (PW)
- k. Jun 9 - TAC Meeting (All, ex CF)
- l. Jun 9 - Mobility Managers Meeting (CG, JR)
- m. Jun 10 - COG/MPO Planners Meeting (CG)
- n. Jun 13 - RFP Main Document Review and Repair (JR, PW)
- o. Jun 14 - Staff Meeting (All)
- p. Jun 14 - Rail Study Stakeholder telemeeting with Yuma Econ. Dev. (PW)
- q. Jun 14 - Wells Fargo; Credit cards and signatures (CF, PW, BD)
- r. Jun 14 - San Luis Streetscape Design Concepts (PW)
- s. Jun 14 - Meeting with Yuma County Re: New Hire Trainings (CF, BD)
- t. Jun 15 - Special YMPO Executive Board Meeting (All)
- u. Jun 16 - YMPO/ADOT Coordination Meeting (PW, CG, CF)
- v. Jun 16 - 5310 Crossroads Virtual Meeting (JR)
- w. Jun 17 - AZSTB meeting, San Carlos, Gila County (CF, PW)
- x. Jun 20 - YMPO Server - Carbonite (CG, BD, CF)
- y. Jun 20 - RTAC Advisory Committee telemeeting (CF, PW)
- z. Jun 21 - ADOT Freight Plan Project Prioritization Workshop (CG, PW)
- aa. Jun 21 - Yuma PM-10 SIP Update telemeeting (CG)
- bb. Jun 21 - MAG Transportation Ambassador Program Meeting (JR)
- cc. Jun 23 - Wilson & CO & YMPO DCIP Meeting (CG, CF)
- dd. Jun 23 - Defensive Driving Training (NC)
- ee. Jun 27 - CTS Meeting (PW)
- ff. Jun 27 - Appt. w/ QuickBooks Re: Server Manager Issues (CG, CF)
- gg. Jun 27 - SDS with Yuma County HR (BD)
- hh. Jun 27 - 5310 Meeting with Genine Sullivan (JR)
- ii. Jun 28 - ADOT/YMPO DCIP Grant Weekly Meeting (CG, CF, JR)
- jj. Jun 29 - Yuma County's Regional Economic Development Meeting (CF)
- kk. Jun 29 - DCIP - Wilson/YMPO (CF)
- ll. Jun 30 - Insurance Claim Inspection for Vandalism (CF)
- mm. Jun 30 - EB meeting (All)

Ms. Figueroa stated the scheduled September Executive Board meeting conflicts with the Roads and Streets conference. Vice-Chairman Knight suggested we move

the September Executive Board meeting one week earlier to avoid the conflict. He also stated the next State Transportation Board meeting will be August 19, 2022, in Gilbert, Arizona.

17. Adjournment.

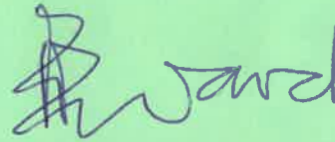
Notice: In accordance with the Americans with Disabilities Act (ADA) and section 504 of the Rehabilitation Act of 1973, YMPO does not discriminate on the basis of disability, in the admission of, or access to, or treatment or employment in, its programs, activities, or services. If you have any questions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

Anticipated Future 2022 Meeting Locations.

All future meetings will continue to be held at the YMPO office at 230 West Morrison Street, Yuma, Arizona 85364. Members MAY participate in person, OR they may participate electronically by computer, and/or telephone (or both), using the GoToMeeting portal. The next two meetings will be held on Thursday, August 25, 2022, and September 29, 2022, in the YMPO offices, starting at 1:30 p.m.

Preparation and Approval of Minutes:

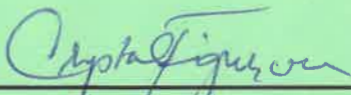
Minutes prepared by:



Paul D. Ward, P.E., Principal Engineer

Minutes reviewed to form by:

Minutes approved in regular session on
July 28, 2022



Crystal Figueroa, Executive Director,
Yuma Metropolitan Planning Organization



Supervisor Martin Porchas,
Chairman, YMPO Executive Board