



EXECUTIVE BOARD REGULAR MEETING AGENDA

Local Governments and Citizens Working Together

EXECUTIVE BOARD
Regular Meeting January 27, 2022

POSTPONED
UNTIL FURTHER NOTICE

YMPO EXECUTIVE BOARD

Chairman	Matias Rosales, Councilmember, City of San Luis
Vice-Chairman	Martin Porchas, Board of Supervisors, Yuma County
Secretary/Treasurer	Gary Knight, Councilmember, City of Yuma
Member	Martha Garcia, Councilmember, City of Somerton
Member	Cecilia McCollough, Mayor, Town of Wellton
Member	Paul Patane, Southwest District Engineer, ADOT
Member	Lynne Pancrazi, Board of Supervisors, Yuma County
Member	Karen Watts, Councilmember, City of Yuma
Member	Leslie McClendon, Deputy Mayor, City of Yuma
Member	Cocopah Indian Tribe - Not Currently Identified.

A regular electronic meeting of the Executive Board (the Board) of the Yuma Metropolitan Planning Organization (YMPO) will be held on **Thursday, January 27, 2022**, starting at **1:30 p.m. either In-Person and/or using GoToMeeting Video/Teleconferencing** from the YMPO Offices at 230 West Morrison Street, Yuma, Arizona, 85364, to discuss, consider, and/or take possible action with respect to the items listed below. Members MAY attend in person, with the appropriate social distancing, if they wish, but may also choose to participate by video- or tele-conference, if they so desire.

1. Call to Order and the Pledge of Allegiance
The meeting will be called to order and members will be asked to recite the Pledge of Allegiance.
2. Roll Call Attendance and Declaration of Votes
Crystal Figueroa, YMPO Accountant II and 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. Annual Declaration of Votes for Calendar Year 2022

Under YMPO By-Laws, the number of votes a voting member carries from his/her jurisdiction must be declared at the first meeting in January. There is only one agency that has more votes than members. The City of Yuma has five votes, but only three members. Yuma County has two votes but has two members. All other agencies only have one member and one vote. It is presumed that all agencies, other than the City of Yuma, will operate on the basis of one member, one vote, so only action from the City of Yuma is anticipated.

This item is on the agenda for information, discussion, and possible action for representatives of the City of Yuma to declare how the five votes that their agency has been allocated will be divided this year. The Senior Member for the City of Yuma is expected to initiate any discussion on this item.

4. Welcome to New Members

Any new members of the YMPO Executive Board will be offered the opportunity to introduce themselves.

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

5. Title VI Declaration and Call to the Public

Jesus Aguilar Jr., YMPO Mobility Manager, will read a brief message reminding member 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.

6. Consent Agenda

A. Approval of the December 10, 2021, Board Meeting Minutes.

B. YMPO Income/Expenditure Reports for November and December 2021.

A copy of the draft minutes of the Regular Board meeting from December 10, 2021, will accompany this agenda. Members will have the opportunity to review, report any changes, and/or approve the minutes of the December 10, 2021, Regular Board meeting. The combined November and December 2021 financial report is expected to be available for review at this current meeting.

This item is on the agenda for information, discussion, and possible action to approve the Consent Agenda. Copies of the draft minutes are attached for review as Item 6A and the combined financial reports for November and December are attached as Items 6B.

7. Calendar Year 2021 Election of Officers.

YMPO By-Laws indicate that Executive Board Officers will rotate positions, usually from Vice-Chairman to Chairman and from Secretary/Treasurer to Vice-Chairman, and this usually occurs during the February meeting. The current Chairman is City of San Luis Councilmember Matias Rosales; the current Vice-Chairman is Supervisor Martin Porchas from the Yuma County Board of Supervisors; and the current Secretary/Treasurer is City of Yuma Councilmember Gary Knight. It is understood that Councilmember Rosales will remain as the City of San Luis' representative; that Supervisor Porchas will take over as Chairman and that Councilmember Knight will take over as Vice-Chairman.

As a result, the only decision to make is to elect a new Secretary/Treasurer. The By-Laws also require that, at any one time, three (3) elected officers on the Executive Board must be from three (3) different jurisdictions; and at least one office shall be held by the City of Somerton, City of San Luis, the Town of Wellton, or the Cocopah Indian Tribe. Any modification to this requirement must be unanimously approved by the YMPO Executive Board. If we keep historical precedence, the representative from the Town of Wellton would be expected to be nominated as the soon-to-be-vacant Secretary/Treasurer.

This year, the rotation seems to be reasonably well established, but this item has been placed on the agenda so that members may have the opportunity to express their views and discuss possible options, prior to the forthcoming election of officers in February 2022. Although action is not needed at this time, or anticipated, this item is open for action by members, as desired.

This item is on the agenda for information, discussion, and possible action for members regarding the usual rotation of Board Officers, as indicated in the YMPO By-Laws. The YMPO Executive Director, Paul Ward will present this item but no information summary is provided.

8. Calendar Year 2021 Election of YMPO Subcommittee Members and Identification of Officials for Attending AZSTB and RTAC meetings.

YMPO has three possible subcommittees:

- (a) the first is to oversee the annual Audit process;
- (b) the second is to oversee any changes to YMPO By-Laws; and
- (c) the third carries out a performance evaluation on the Executive Director;

In addition, there are two Statewide Boards/Councils:

- (d) the Arizona State Transportation Board (AZSTB); and
- (e) the Rural Transportation Advisory Council (RTAC);

YMPO generally appoints members (and alternates) to attend and represent the region. The Chair of the Audit Committee is the current YMPO General Secretary/Treasurer, but the other two members have not been identified for 2021. Members of the By-Laws Subcommittee are usually only selected IF there are any proposed changes to the By-Laws and the members of the Evaluation Subcommittee are selected solely by the Board Chair.

This agenda item is an advance notice that the three remaining elections/appointments will most likely occur during the Executive Board meeting on February 24, 2022, in conjunction with the previous agenda item, and no action is anticipated at this meeting. Although subcommittee members follow a nomination/election process, AZSTB and RTAC representatives are usually appointed by the YMPO Chair. Elections are only held if more than one member volunteers their services.

This item is on the agenda for information, discussion, only at this stage. Mr. Ward will present this item and further information is provided in an Information Summary that is included as Item 8.

9. Status of the YMPO Rail/Heavy Freight Study.

The YMPO Rail/Heavy Freight Study started in YMPO Planning Manager, Charles Gutierrez, will brief members on the status of this Study.

This item is on the agenda for information, discussion, and discussion only, at this stage. The YMPO Planning Manager, Charles Gutierrez, will present this item, but no information summary is provided.

10. UPWP Amendment #1 and Entity Dues to Member Agencies.

YMPO staff is continuing adjusting YMPO accounts, based on the close-out of the State fiscal year and the start of the Federal fiscal year. Precise details from the new transportation reauthorization legislation are still not finalized but can be estimated. However, updates to population are available, and likely staffing changes have been included so YMPO staff is able to present this Amendment #1 to the current Unified Planning Work Program (UPWP), and the actual FY 2022 Entity Dues to be paid by member agencies as part of the amended UPWP.

This item is on the agenda for information, discussion and possible approval of Amendment #1 to the FYs 2022 and 2023 YMPO UPWP. Ms. Figueroa will present this item and further information is included in an Information Summary that will be sent later in the week as Item 10.

11. Annual Evaluation of the Executive Director and the Procedure For Hiring a Replacement.

The Director's annual evaluation process generally includes a review by a subcommittee comprising the Chairman and two other Board members, selected by the Chairman, from different agencies. The subcommittee then presents their combined evaluation to the full Board and the Board discusses whether a raise is appropriate and, if so, how much. Unless changes to the process are desired, it is expected that the Chairman will carry out the evaluation, even though the Director may only have a relatively short period of time remaining to serve.

Similarly, to the review procedure, the procedure for hiring a replacement is totally up to Board. Previously, the Board approved advertising for candidates and then appointed a search subcommittee comprising a mix of Board and Technical Advisory Committee (TAC) members to review the candidates. Following an interview process by the subcommittee, the full Board interviewed the finalist(s); selected a preferred candidate and authorized negotiations with the candidate.

To date, YMPO has advertised for candidates and has received four applications. One candidate has since found a position elsewhere, but three candidates remain. The Chairman has reviewed the applications from the remaining candidates. The Board will be requested to decide how to proceed.

This item is on the agenda for information, discussion and possible action for evaluating the Director's performance and for deciding how to proceed with the hiring of a replacement. Mr. Ward will present this agenda item, but no information summary is provided.

12. 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, RTS, and Roads and Streets)
- D. MPO/COG Director/Planner Meetings
- E. Rural Transportation Advocacy Council activities
- F. Projects - Economic Development and Transportation

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

13. 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. ADOT Highway Safety Improvement Program (HSIP) applications.
- B. YMPO Election of Officers.

14. Progress Reports.

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

- A. Jan 5 - 5311 Webinar (CG, JR).
- B. Jan 10 - Staff meeting (All).
- C. Jan 10 - RTAC Advisory Committee meeting (PW).
- D. Jan 10 - ADOT/YMPO Coordination telemeeting (PW, CG).
- E. Jan 11 -YMPO Regional Mobility Committee meet (PW, CG, JR).
- F. Jan 11 - Cesar Chavez AZ Legis Rep SR-195 telemeeting (PW).
- G. Jan 13 - TAC meeting (CG, JR).
- H. Jan 17 - Martin Luther King Day HOLIDAY (All).
- I. Jan 18 - San Luis POE Remodel TAC meeting (PW, CG).
- J. Jan 19 - Traffic Counters meeting (All Traffic Staff).
- K. Jan 20 - Dinner for State Transportation Board members (PW, CG).
- L. Jan 21 - AZSTB telemeeting (PW).
- M. Jan 24 - AZCTS meeting (PW).
- N. Jan 25 - Discuss poss. YMPO at Yuma County Fair (PW, CG, JR).
- O. Jan 25 - Meet with Jan 25 - RTAC Board meeting (PW).
- P. Jan 25 - Initial meeting with incoming Chairman (PW, CF).
- Q. Jan 26 - Meet with YMPO Attorney to review recent work (PW).
- R. Jan 26 - Yuma Co. Economic Development telemeeting (PW).
- S. Jan 27 - EB meeting (All).

15. 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 Paul Ward 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, February 24, and March 31, 2022, in the YMPO offices, starting at 1:30 p.m.