



YMPO EXECUTIVE BOARD MEETING MINUTES

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

1. Call to Order and the Pledge of Allegiance.

The Yuma Metropolitan Planning Organization (YMPO) Vice-Chair, Cocopah Indian Tribe Councilmember, Wynn Timer, called the YMPO Executive Board (the Board) meeting to order at 3:30 p.m. and invited all those present to recite 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:

Vice-Chair	Wynn Timer, Councilmember, Cocopah Indian Tribe ^
Member	Martin Porchas, Board of Supervisors, Yuma County ~
Member	Darren Simmons, Board of Supervisors, Yuma County ^
Member	Arturo Morales, Councilmember, City of Yuma ^
Member	Carol Smith, Deputy Mayor, 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 five out of the seven constituent member agencies were present, the quorum requirement was met.

YMPO Executive Board Members Absent

Chairwoman	Maria Cecilia Cruz, Councilmember, City of San Luis *
Secretary/Treasurer	Luis Galindo, Councilmember, City of Somerton *
Member	Cecilia McCollough, Councilmember, Town of Wellton *

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:

Paul Patane, Southwest District Administrator, ADOT
Kevin Adam, RTAC Liaison, RTAC

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 three votes, and Deputy Mayor Carol Smith would exercise two votes, for a total of five votes representing the City of Yuma.

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 April 24, 2025, Board Meeting Minutes
- B. YMPO Income/Expenditure Report for April 2025.

MOTION: Supervisor Darren Simmons motioned to approve both Item A and B of the consent agenda. Councilmember Morales seconded and the motion was unanimously approved.

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

Jeff Heinrichs, YMPO IT Manager/Associate Planner, presented this item. Mr. Heinrichs provided an update on YMPO's participation in the Defense Community Infrastructure Program (DCIP), a competitive grant program administered by the U.S. Department of Defense through the Office of Local Defense Community Cooperation (OLDCC). He noted that the program supports infrastructure projects benefiting military installations and personnel.

YMPO successfully partnered with Yuma Proving Ground (YPG) and ADOT during the FY 2022 cycle, resulting in a \$13 million grant for US-95 improvements. No application was submitted in FY 2023, but YMPO re-engaged for FY 2024, though the application was not selected for funding.

In April 2025, staff informed the Board of the upcoming FY 2025 DCIP opportunity. While the Notice of Funding Opportunity has been delayed due to Congressional funding, early proposal development was encouraged. Funding for discretionary grant participation is available through the "Grant Transportation Equity (GATE)" line item in the FY 2024 and FY 2025 UPWP. Preliminary coordination is underway with ADOT and Wilson & Company for a proposed FY 2025 project: a roundabout at Imperial Dam Road, estimated at \$10 million. YMPO has engaged with YPG and the ADOT Executive Grant Team and received a proposed scope and cost from the grant writing consultant. Staff is actively addressing concerns raised by state partners regarding the project.

Supervisor Simmons expressed concern about the proposed roundabout project, stating it may create more problems than it solves. He noted that current accident data in the area does not indicate a significant safety issue and believed the existing conditions are manageable. He raised concerns about increased traffic volumes, including large vehicles and winter visitors, and mentioned potential safety risks related to impaired driving in a remote area.

Councilmember Morales asked Mr. Heinrichs whether the commander's support was based on operational need.

Mr. Heinrichs explained that the project includes not only the roundabout but also planned tank crossings. He stated the DCIP grant would allow ADOT to reallocate funds originally designated for the intersection to other parts of the project.

Councilmember Morales asked if there was a compelling reason to oppose the project.

Supervisor Simmons raised traffic and safety concerns, particularly the potential for accidents in a rural area with seasonal traffic. He questioned the necessity of the roundabout given the minimal difference in crash statistics.

Councilmember Morales asked for clarification on the location of the roundabout.

Supervisor Simmons confirmed the location as Aberdeen Road, north of Martinez Lake Road, near the artillery training area.

ADOT Southwest District Administrator Paul Patane provided an overview of the project development process, stating that a stakeholder team had been involved throughout the design phase. The stakeholder group included representatives from Yuma County, YPG, ADOT, and other entities. He noted that YPG had consistently supported efforts to improve US 95, including the current effort to improve the intersection to a safer format. The team's intersection analysis

identified the roundabout as the preferred intersection type due to its safety benefits and reduced traffic delays. Mr. Patane emphasized that if stakeholders do not voice concerns during development meetings, it is generally understood as support for the recommended design. As a result, the team proceeded with the roundabout design.

Councilmember Morales expressed support for the widening of US 95, particularly given the heavy traffic in the YPG area. He raised concerns about current vehicle speeds, referencing online videos showing excessive speeding, and inquired whether the speed limit would be adjusted.

Mr. Patane responded that the roundabout design would inherently reduce vehicle speeds due to the required deflection. He explained that ADOT had worked closely with the military to ensure the design could accommodate their largest vehicles, as well as large RVs and semi-trucks. He confirmed that vehicle templates provided by the military were used in the design process.

Councilmember Morales acknowledged the level of due diligence completed and expressed confidence in the design, especially considering the military's involvement.

Supervisor Simmons noted that although he personally disagreed with the roundabout, he would not hold up the project.

Mr. Patane highlighted the financial advantages of the DCIP grant, stating that it required no local match. This allowed the project to proceed with full funding, freeing up approximately \$10 million that could be used for further corridor development. He mentioned that additional work remained, including right-of-way acquisition and environmental considerations near the Gila River.

Councilmember Morales noted that City of Yuma Councilmember Karen Watts arrived at 4:55 p.m. and a motion was made to confirm the voting distribution for the City of Yuma, with Councilmember Watts and Deputy Mayor Smith each holding one vote, and Councilmember Morales retaining three votes.

MOTION: Councilmember Watts motioned to approve the authorization as stated and Vice Mayor Smith seconded the motion. The motion was unanimously approved.

6. Draft YMPO Travel Policy

Ms. Lucia Zamudio, YMPO Administrative Assistant, presented the Draft YMPO Travel Policy to the Board. She explained that under the new FY 2026–2027 Joint Project Agreement (JPA) with ADOT, all MPOs are now required to adopt a formal

Travel Policy aligned with state policies, specifically the State of Arizona Accounting Manual (SAAM) Sections 50.65 and 50.95.

The draft policy, currently under ADOT review, maintains compliance with SAAM rates while establishing internal procedures for travel approvals, reimbursement processes, and documentation requirements. The policy applies to staff, Board members, TAC members, and designated alternates, and outlines key topics such as eligibility, mileage and fuel reimbursement, rental vehicle use, and required receipts.

The draft is intended to clarify YMPO's travel procedures and is expected to be finalized for adoption during the June Board meeting.

7. FY 2024-25 YMPO Unified Planning Work Program (UPWP) Amendment #8
Crystal Figueroa, YMPO Executive Director, presented Amendment #8 to the FY 2024–2025 Unified Planning Work Program (UPWP). She explained that the amendment reallocates \$25,323 from the T-100 Administration budget to the T-1000 Capital Expenditure budget to properly record the purchase of a new Ford Maverick vehicle used for traffic counts. The adjustment ensures accurate financial reporting and supports documentation for the year-end audit. No changes were made to the overall funding levels.

It was at this time that Ms. Figueroa requested clarification regarding the motion under Agenda Item 5 related to the DCIP grant. She asked whether there were any abstentions during the vote to ensure proper documentation in the record.

Vice-Chair, Wynnie Ortega confirmed that there were no abstentions.

Clarification was noted for the record.

MOTION: Councilmember Morales motioned to approve the FY 2024-25 YMPO UPWP Amendment #8 as presented. Supervisor Simmons seconded, and the motion was unanimously approved.

8. FY 2026 and 2027 YMPO Unified Planning Work Program (UPWP) Adoption
Ms. Figuera presented the final FY 2026–2027 Unified Planning Work Program (UPWP) to the Board. She explained that the draft had been developed in collaboration with TAC members, Executive Board, and reviewed by federal and state partners. The final version included a revision to reflect an increase in Section 5305(d) Transit Planning Funds from \$93,663 to \$123,201. The \$29,538 increase was added as a contingency under Special Projects (T-500).

MOTION: Supervisor Simmons motioned to approve the FY 2026-2027 YMPO UPWP and Annual Budget. Vice Mayor Smith seconded, and the motion was unanimously approved.

9. Transportation Alternatives (TA) Program Projects Submitted

Mr. Heinrichs presented an update on the Transportation Alternatives Program (TA), a set-aside from the Surface Transportation Block Grant Program under the Bipartisan Infrastructure Law. He informed the Board that ADOT had opened the application process on March 24, 2025, with the initial screening deadline on May 5 and the final application deadline extended to June 6. YMPO submitted two Letters of Support: one for the City of Yuma's shared-use pathway project and one for Yuma County's shared-use pathway along the East Main Canal. Mr. Heinrichs noted that TA project applications would undergo review and scoring by the TA TAC, with final award decisions expected from the State Transportation Board in July.

ADOT Southwest District Administrator, Paul Patane inquired about the number of TA applications submitted.

Mr. Heinrichs confirmed that two applications were submitted.

YMPO Senior Transportation Planner, Fernando Villegas clarified that a third project from Yuma County had initially planned to apply, but due to receiving prior TA funding and using an additional \$37,000 in CRP funds, an application was no longer necessary.

Mr. Patane also noted that TA funds can be used for scoping and encouraged smaller communities to take advantage of this opportunity. He emphasized that TA funding helps local jurisdictions better estimate long-term project costs and advance community-focused transportation improvements that may not otherwise be prioritized due to limited ADOT resources.

10. YMPO Director's Evaluation

Ms. Figueroa presented an overview of the process for her annual evaluation. She stated that although the YMPO By-Laws do not clearly define the process, it traditionally includes a review by a subcommittee composed of the Chair and two Board members from different agencies, selected by the Chair. The subcommittee then presents a combined evaluation to the full Board during Executive Session. Ms. Figueroa reminded the Board that the current subcommittee was appointed in February 2025 and includes Chairwoman Maria Cecilia Cruz, Deputy Mayor Carol Smith, and Councilmember Luis Galindo. She explained that while evaluations are typically tied to the anniversary of her promotion in February 2022, the Board previously agreed that future evaluations would be more appropriately timed in June to align with the fiscal year and recent staff transitions. She clarified that the

item was presented for informational purposes as a heads-up, and she would be contacting the subcommittee to coordinate a meeting and provide background on prior evaluations. Ms. Figueroa invited the Board to discuss the process during the meeting if desired and stated she would report back at the June meeting during Executive Session.

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

Ms. Figueroa introduced Rural Transportation Advocacy (RTAC) Liaison, Kevin Adam who provided an update on state and federal legislative activity related to transportation funding.

Mr. Adam reported that the Arizona Legislature had largely completed its regular session work, with the exception of passing the state budget. He emphasized that while budget discussions are typically not transparent, conversations between the Governor and legislative leadership were underway. From a revenue standpoint, the state was in a stronger position than last year, ending the prior fiscal year with a \$410 million surplus due to unexpectedly high revenue collections in the final two months. He explained that the Finance Advisory Committee projected over \$600 million in one-time available revenue. However, due to concerns over federal budget cuts, Medicaid cost shifts, and potential economic impacts from tariffs, the committee recommended using no more than half, approximately \$280 million, to maintain a cautious fiscal posture. On the transportation front, Mr. Adam emphasized continued advocacy for directing one-time funds toward key rural transportation projects, such as improvements along US 95. He also highlighted the importance of the Arizona SMART Fund, a state-funded program that supports rural communities in pursuing and matching federal transportation grants. He noted that YMPO has successfully benefited from this program. To date, the SMART Fund has awarded approximately \$65 million in state funding, leveraging over \$140 million in federal grants, with even greater potential as more applications move through the federal process. Mr. Adam emphasized that the return on investment has been strong and estimated the total federal match could exceed \$330 million. He informed the Board that only \$17 million remains in the SMART

Fund and, at the current award rate, those funds will be exhausted by December 2025. RTAC is requesting an additional \$33 million appropriation in this year's state budget to extend the program through the end of FY 2026. The request has bipartisan support, with both the Governor and legislative leaders expressing interest through budget proposals and legislation.

Mr. Adam concluded by reminding the Board that the state is constitutionally required to adopt a balanced budget by July 1 to avoid a shutdown. While he believed the deadline would ultimately be met, he cautioned that it may come down to late June, as has been the case in prior years.

12. Possible Future Agenda Items

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

13. Progress Report

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)
May 29 – YMPO Executive Board Meeting (ALL)

16. Adjournment.

Having no further business to discuss, Vice Chair Ortega adjourned the meeting at 4:23 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 June 26, 2025 and July 31, 2025.

Preparation and Approval of Minutes:

Minutes prepared by:



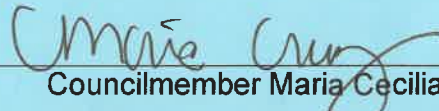
Lulu Lopez, Accountant II/Executive Assistant

Minutes reviewed to form by:

Minutes approved in regular session on
June 26, 2025



Crystal Figueroa, Executive Director,
Yuma Metropolitan Planning Organization



Councilmember Maria Cecilia Cruz,
Chairwoman, YMPO Executive Board