



YMPO EXECUTIVE BOARD REGULAR MEETING MINUTES

EXECUTIVE BOARD

Regular Meeting

Thursday, December 11, 2025
1:30 P.M.

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

1. Call to Order and the Pledge of Allegiance.

The Yuma Metropolitan Planning (YMPO) Chairwoman, City of San Luis Councilmember, Maria Cruz, called the YMPO Executive Board (the Board) meeting to order at 1:30 p.m. and asked Cocopah Indian Tribe Councilmember, Wynnie Ortega, to lead, and the Board to join her, in reciting the Pledge of Allegiance.

2. Roll Call Attendance and Declaration of Votes.

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	Carol Smith, Deputy Mayor, City of Yuma ~
Member	Sam Elters, State Transportation Board, ADOT ~

^ Attended in person.

~ Participated by teleconference.

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

YMPO Board Members Absent:

Secretary/Treasurer	Luis Galindo, Councilmember, City of Somerton *
Member	Martin Porchas, Board of Supervisors, Yuma County #
Member	Art Morales, Councilmember, City of Yuma #
Member	Karen Watts, Councilmember, 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:

Paul Patane, Southwest District Administrator, ADOT ^

YMPO Staff Present:

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

Declaration of Votes

City of Yuma Councilmember, Carol Smith, declared she would exercise all five votes for the City of Yuma.

3. Title VI Declaration and Call to the Public.

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

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

4. Consent Agenda

- A. Approval of October 30, 2025, Board Meeting Minutes.
- B. YMPO Income/Expenditure Report for October 2025.

MOTION: Supervisor Darren Simmons, Yuma County, moved to approve both Items A and B on the consent agenda. Vice-Chair Winnie Ortega, Cocopah Indian Tribe, seconded, and the motion was unanimously approved.

5. FY 2025 YMPO Audit

Ms. Lopez reported that the audit of the fiscal year 2025 financial statements was complete. She stated that YMPO would be applying for the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting. Ms. Lopez noted that the Audit Committee had met previously in a virtual meeting and had been presented with the final audit documents. She advised that the auditors were available to provide a summary to the Board and respond to any questions.

Mr. Jay Parke, of Walker & Armstrong, provided a brief summary of the audit results. He reported that the auditors issued an unmodified (clean) opinion on the financial statements and that the required single audit was completed with no compliance issues identified. He stated that the audit process proceeded smoothly and that no audit findings, significant deficiencies, or material weaknesses were identified. Mr. Parke explained that new accounting standards were implemented during the fiscal year and were appropriately reflected in the financial statements

without material impact. He provided a high-level overview of YMPO's financial position and operating results, noting stable financial performance and strong overall financial condition. Mr. Parke also summarized required communications to the Board, indicating that there were no difficulties encountered during the audit and no corrected mistakes reported. He acknowledged the cooperation and preparedness of management and accounting staff throughout the audit process. Finally, Mr. Parke noted that the auditors issued a recommendation related to strengthening information technology policies and internal controls, particularly in the areas of cybersecurity, access controls, and disaster recovery planning. Management acknowledged the recommendation and confirmed that discussions had already taken place regarding improvements in this area.

Vice-Chair Ortega inquired whether YMPO staff had developed policies and procedures related to information technology security, based on recommendations provided during the audit process.

YMPO IT Manager, Jeff Heinrichs, responded that a set of IT policies and security procedures had been drafted. He explained that the draft had been prepared, but additional time was needed for internal evaluation and formal presentation to the Board. He stated that staff remained on track to finalize and implement the policies. Mr. Heinrichs also noted that, due to YMPO's small staff size and limited system access, overall risk exposure was reduced. He emphasized that the primary focus of the policies was on risk management related to disaster recovery, system backups, data protection, and external security threats.

Vice Chair Ortega thanked YMPO staff for their hard work and efforts.

MOTION: Vice-Chair Ortega moved to approve the YMPO FY 2025 Audit. Councilmember Cecilia McCollough (Town of Wellton) seconded, and the motion was unanimously approved.

6. FY 2026-2030 Transportation Improvement Program (TIP) Amendment #2

YMPO Senior Transportation Planner, Fernando Villegas, reported that the FY 2026-2030 YMPO Transportation Improvement Program (TIP) had previously been approved by the Board and had since undergone one amendment. He explained that the current amendment revised the Highway Safety Improvement Program (HSIP) funding and corresponding local match amounts for the City of Somerton: County 15th Street at Avenue D; Crest Curve Correction project. Mr. Villegas stated that the amendment reflected updated cost estimates for the project and adjusted the associated funding accordingly. He noted that a revised eligibility letter documenting these changes was included with the information summary provided to the Board.

MOTION: Councilmember McCollough moved to approve the FY 2026-2030 YMPO Transportation Improvement Program (TIP) Amendment #2. Supervisor Simmons seconded, and the motion was unanimously approved.

7. Arizona 2026 Safety Performance Projections (Targets)

Mr. Villegas reported that the Arizona Department of Transportation (ADOT) had formally established statewide Safety Performance Projections for the upcoming year, in accordance with the Federal Highway Administration's Safety Performance Management requirements. He explained that the projections were developed using data-driven methodologies based on multi-year rolling averages and reflected statewide trends in fatalities and serious injuries. Mr. Villegas stated that the Projections were intended to support ongoing efforts to improve roadway safety while advancing the goals of both YMPO's Strategic Regional Transportation Plan and the statewide Arizona Strategic Highway Safety Plan. He further reported that ADOT requested a formal letter from YMPO indicating whether we would adopt ADOT's established Safety Performance Projections or intended to set our own projections. Mr. Villegas noted that the YMPO Technical Advisory Committee (TAC) recommended that the Board adopt ADOT's Safety Performance Projections on a continuing basis, which would eliminate the need for annual approval. Mr. Villegas advised that a draft support letter was included in the meeting materials for the Board's consideration.

Chairwoman Cruz asked for clarification regarding a reported increase shown in the safety data presentation provided by ADOT and presented to the Board and inquired whether the increase specified the types of crashes involved.

Mr. Villegas explained that the increase referenced the proportion of total crashes that resulted in fatalities or serious injuries. He clarified that the data reflected overall crash outcomes during the applicable reporting period and that the accompanying graph illustrated the relationship between total crashes and those resulting in fatal or serious injuries.

MOTION: Councilmember McCollough moved to adopt the Arizona 2026 Safety Performance Projections (Targets). Supervisor Simmons seconded, and the motion was unanimously approved.

8. Transportation Alternatives (TA) Program Update

Mr. Heinrichs provided an overview of the Transportation Alternatives (TA) Program, noting that the program was funded through a competitive grant process as a set-aside from the Surface Transportation Block Grant Program under the Bipartisan Infrastructure Law. He explained that funding was made available statewide for eligible transportation alternative projects. Mr. Heinrichs also reported that applications from across Arizona were received, evaluated, and ranked based on established criteria, including technical quality, project schedule,

community support, and consistency with adopted plans. He stated that a ranked list of projects was recommended for funding by the TA TAC. He further reported that, due to unforeseen circumstances, affecting one awarded project elsewhere in the state, funding was redistributed to additional projects on the ranked list. As a result, Yuma County's East Main Canal Multi-Use Pathway project was advanced to receive scoping funds. Mr. Heinrichs also reported that the TA TAC recommended funding for the remaining submitted projects, allowing them to be programmed in a future fiscal year. He noted that the City of Yuma's Shared Use Pathway project would receive design funding under this action. Mr. Heinrichs concluded by advising that the next call for TA projects was anticipated in the coming year. He stated that updates were underway to streamline the application and review processes and that these improvements were expected to be implemented prior to the next call for projects. He also noted that ADOT staff had been engaged to assist with program updates and administration.

Original \$1M award distribution details:

- Yuma County's East Main Canal: Multi-Use Pathway Project pulled forward to receive scoping funds in the amount of (\$183,885) for FY 2026.
- City of Yuma's Shared Use Pathway connected 32nd Street to the East Mesa Community Park at 36th Street and will receive design funds in the amount of (\$424,350) in FY 2027.

ADOT Southwest District Administrator, Paul Patane, asked whether YMPO participated in the TA TAC and sought clarification on the name of the group responsible for TA discussions.

Mr. Heinrichs responded that YMPO did indeed participate in the TA TAC. He explained that the TAC was composed of representatives from MPOs and Councils of Governments from across the state and was responsible for reviewing and scoring TA applications. He further stated that the ranked list developed by the committee was forwarded for final consideration, with projects generally retained in the order established through the scoring process.

9. FY 2026-27 YMPO Unified Planning Work Program (UPWP) Amendment #2

Ms. Lopez reported that the Unified Planning Work Program and Annual Budget were developed on a biennial basis through a multi-month process involving member agencies and public input. She stated that the FY 2026-2027 UPWP had previously been approved by the Board and had since been amended, with the current action representing a second amendment. Ms. Lopez explained that the amendment incorporated updates to both federal and local planning funds. She noted that certain state-authorized federal planning funds were pre-authorized for early use to ensure funding availability for special project planning activities. She also reported that the amendment reallocated federal planning funds between

work elements to support expanded regional planning efforts, including adjustments to an existing study budget.

Ms. Lopez further reported that the amendment identified previously programmed local contingency funds to support temporary leadership services during the Executive Director's approved Family Medical Leave. She noted that this direction had been discussed and supported by the Board during a prior Executive Session. Ms. Lopez stated that the amendment also programmed local funds for a complete roof replacement as a capital improvement. She explained that recent weather conditions had accelerated deterioration of the building's original roof, which had exceeded its useful life, necessitating full replacement. Finally, Ms. Lopez reported that the amendment also programmed a previously approved one-time local contribution for a statewide transportation data initiative into the appropriate work element to ensure accurate reflection within the UPWP.

MOTION: Councilmember McCollough moved to approve the FY 2026-27 YMPO Unified Planning Work Program (UPWP) Amendment #2. Vice-Chair Ortega seconded, and the motion was unanimously approved.

10. Travel Policy Amendment #1

Ms. Lopez introduced the agenda item and provided a brief overview of the proposed amendment to the YMPO Travel Policy. She then introduced YMPO Administrative Assistant Lucia Zamudio to explain the specific policy changes. Ms. Zamudio explained that the amendment incorporated clarifications requested by ADOT to ensure compliance with federal and state reimbursement requirements. She summarized that the changes clarified the treatment of local mileage as a reimbursable business expense only when tied to approved work program activities; they added requirements for employees operating vehicles on official YMPO business to maintain a valid and unrestricted Arizona driver's license; and established advance notice requirements for travel involving rental vehicles to allow for insurance verification, cost review, and prior management approval.

MOTION: Supervisor Simmons moved to approve the Travel Policy Amendment #1. Councilmember McCollough seconded, and the motion was unanimously approved.

11. Tentative Schedules for Calendar Year 2026 YMPO Board and TAC Meetings

Ms. Zamudio presented the tentative YMPO Board and TAC meeting schedules for the upcoming year (2026) for review and comment. She stated that, consistent with prior years, Board meetings were proposed to be held monthly on a regular schedule, with TAC meetings proposed on a separate monthly schedule. Ms. Zamudio noted that in-person Board meetings would continue to be held at the YMPO office unless otherwise stated, and that virtual access would remain

available through an online meeting platform. She advised that the proposed meeting schedules were included with the meeting materials.

MOTION: Vice-Chair Ortega moved to approve the Tentative Schedules for Calendar Year 2026 Board and TAC Meetings. Supervisor Simmons seconded, and the motion was unanimously approved.

12. YMPO Newsletter - Gary Knight Memorial Highway Ceremony

Ms. Lopez reported that YMPO had launched a monthly newsletter intended to provide regular updates on regional transportation planning efforts, ongoing and upcoming projects, partnerships, and funding opportunities impacting Yuma County. She stated that the newsletter was designed to enhance communication with member agencies, partners, and the public; highlight YMPO's work and regional accomplishments; and support transparency and public engagement in the transportation planning process. Ms. Lopez advised that staff would post the first edition of the newsletter, which highlighted the YMPO-led dedication of the Gary Knight Memorial Highway naming collaboration, on the YMPO website.

13. Comprehensive Safety Action Plan (CSAP) Draft - Scope of Work

Mr. Villegas reported that YMPO had been awarded a Safe Streets and Roads for All (SS4A) grant to support development of a CSAP, intended to reduce roadway fatalities and serious injuries. He explained that the grant required a non-federal match, which YMPO requested through a state safety funding program, and that the match request had been approved by the State Transportation Board. Mr. Villegas stated that YMPO had initiated the agreement process with the U.S. Department of Transportation and that the agreement was currently under federal review. In anticipation of plan execution, staff had begun preparing a request for proposals and a draft scope of work for the CSAP.

He further explained that the plan would evaluate transportation safety conditions throughout the YMPO region, excluding the City of Yuma, which was developing a separate SS4A-funded safety plan. The analysis would include crash data related to fatalities and serious injuries, as well as pedestrian- and bicyclist-involved crashes. Mr. Villegas noted that the plan would identify potential safety improvements, develop a list of candidate safety projects, and include demonstration activities such as traffic signal and pedestrian crossing warrant studies at multiple locations within the region.

Mr. Villegas further reported that the scope of work included preparation of Highway Safety Improvement Program eligible applications for potential future funding and that member agencies would be able to use the final plan recommendations to pursue future SS4A implementation grants. He noted that an approved action plan was required for eligibility for implementation funding. Mr. Villegas advised that a tentative timeline had been established for the procurement

and project development process and emphasized that the schedule was subject to change.

He stated that this item was being presented to the Board for guidance and recommendations regarding the preparation of the request for proposals and scope of work. A draft scope of work outline was included in the meeting materials, and staff welcomed Board comments to ensure alignment with Board priorities.

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 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.

15. 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. Annual Declaration of Votes Calendar Year 2026
- B. RTAC Legislative Update on Priority Projects and AZ SMART
- C. Transportation Alternatives Program
- D. Election of Board Officers - Calendar Year 2026
- E. Entity Dues from Member Agencies (Actuals)

Mr. Villegas informed the Board that if any member agency has any items they'd like to add to the list, please reach out to YMPO Executive Director, Crystal Figueroa.

Supervisor Simmons stated that, although it was his final month serving on the YMPO Board, he wished to raise a concern regarding ongoing issues at the railroad crossing on Fortuna Road. He requested consideration of having Yuma County introduce a resolution to be forwarded to state and federal legislators urging Union Pacific to address the recurring problems at the crossing. He explained that the issue was not related to the overpass but rather to repeated signal failures caused by rainfall. He noted that the crossing system frequently malfunctioned during rain events due to unsealed wiring, resulting in extended closures lasting multiple days. He reported that these closures had occurred on several occasions and had significantly disrupted roadway traffic operations. Mr.

Simmons emphasized that the prolonged closures created serious challenges for traffic circulation and emergency response in the Yuma Proving Ground area, as vehicles were forced to detour to alternate routes. He stated that while train stoppages already caused delays, the loss of the crossing for extended periods exacerbated the situation. Supervisor Simmons requested that YMPO consider supporting a resolution encouraging Union Pacific to invest in permanent repairs to the signal wiring and infrastructure at the crossing. He indicated that he was willing to engage with congressional offices to seek assistance and advocated for coordinated action to prompt corrective measures.

15. Progress Reports.

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

- A. Oct 30 - YMPO Board Meeting (CF, JR, JH, FV, LL)
- B. Oct 31 - RORS Public Outreach at 2025 Scary & Safe: Trick or Treat (FV)
- C. Nov 03 - Staff Meeting (All)
- D. Nov 03 - Civic Center Tech Testing (JH)
- E. Nov 03 - YMPO RORS Monthly Check-In (CF, JH, FV)
- F. Nov 03 - Gary Knight Memorial Highway On-Site Coordination (All)
- G. Nov 05 -Implementation Workshop Webinar Day 2 (JR, LL)
- H. Nov 05 - Priority Planning Advisory Committee (PPAC) (CF)
- I. Nov 06 - Gary Knight Memorial Highway Ceremony (All)
- J. Nov 12 - Project Delivery Academy - Module 5 - Project Advertising, Construction and Construction Closeout (CF, JH, FV)
- K. Nov 12 - Regional Mobility Committee (JR)
- L. Nov 12 - YMPO Roads of Regional Significance - MCAS (FV)
- M. Nov 12 - SS4A 2024 YMPO Comprehensive Safety Action Plan & Demonstration Grant, Kickoff Meeting (CF, FV, LL)
- N. Nov 12 - Gary Knight Memorial Highway Social Media Post Meeting (CF, LL, LZ)
- O. Nov 13 - YMPO TAC Meeting (CF, JR, JH, FV, LZ)
- P. Nov 13 - 2025 Regional Allocation Advisory Committee Meeting (CF, FV)
- Q. Nov 17 - ADOT MPD Corridor Profile Studies Update: Northern and Southern Interstates - TAC Meeting #1 (CF, FV)
- R. Nov 17 - TTP Flyer Delivery to Senior Centers (JR)
- S. Nov 17 - RTAC Board Meeting (CF, FV)
- T. Nov 17 - CTS Meeting (FV)
- U. Nov 18 - Mobility Management addition to YMPO Website (JR, JH)
- V. Nov 18 - Yuma PM10 SIP Update Meeting (CF, FV)
- W. Nov 19 - Ride the YCAT Bus - Route Familiarization (JR)
- X. Nov 19 - Travel Training Program - Route Learning (JR)
- Y. Nov 20 - Binational Aerospace Summit 2025 (CF)
- Z. Nov 20 - WACOG - Networking for Community Resources (JR)
- AA. Nov 20 - Arizona Incoming Planner Information Exchange (JH, FV)

- BB. Nov 20 - YMPO Roads of Regional Significance - MCAS (FV)
- CC. Nov 20 - Transportation Alternatives TAC Meeting #4 (JH)
- DD. Nov 21 - Arizona State Transportation Board Meeting - Wickenburg (CF)
- EE. Nov 24 - Audit Meeting Prep (CF, LL)
- FF. Nov 24 - Yuma SS4A Opp: High Street, Mobility Matrix (CF, JH, JR, FV)
- GG. Nov 24 - YMPO SS4A Safety Action Plan Meeting (CF, JR, JH, FV)
- HH. Nov 24 - YMPO Audit Inquiries (CF)
- II. Nov 24 - Travel Training w/Art - Interview Process (JR)
- JJ. Nov 25 - FY25 DCIP Debrief US95 Safety Improvement (CF, JH)
- KK. Nov 25 - YMPO Audit Inquiries (LL)
- LL. Nov 26 - YMPO MS2 & Gap Map Working Session (CF, JH)
- MM. Dec 02 - MPO/COG Directors Meeting - Traveled to Phoenix (CF)
- NN. Dec 02 - YMPO RORS Monthly Check-In (FV)
- OO. Dec 08 - Staff Meeting (All)
- PP. Dec 08 - ADOT/YMPO Coordination Meeting (CF, FV)
- QQ. Dec 08 - Yuma Region Bicycle Coalition (JR)
- RR. Dec 10 - Project Delivery Academy - ROAD Portal/Maint. (CF, JH, FV)
- SS. Dec 11 - YMPO TAC Meeting (All)
- TT. Dec 11 - YMPO Holiday Luncheon (All)
- UU. Dec 11 - YMPO Board Meeting (All)

16. Adjournment.

Having no further business to discuss, Chairwoman Cruz adjourned the meeting at 2:28 p.m.

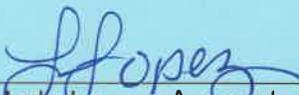
Notice: In accordance with the Americans with Disabilities Act (ADA) and section 504 of the Rehabilitation Act of 1973, YMPO does not discriminate on the basis of disability, in the admission of, or access to, or treatment or employment in, its programs, activities, or services. If you have any questions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

Anticipated Future 2026 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 held on the last Thursday of each month, and the next two meetings are scheduled for January 29, 2026, and February 26, 2026.

Preparation and Approval of Minutes:

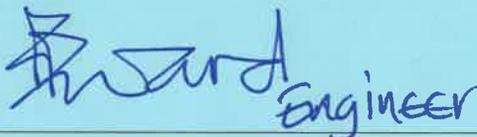
Minutes prepared by:



Lulu Lopez, Accountant II/Executive
Assistant

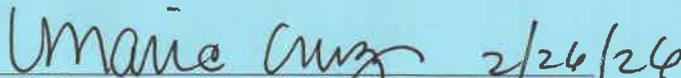
Minutes reviewed to form by:

Minutes approved in regular session on
January 29, 2026



Engineer

Paul Ward, Principal ~~Planner,~~
Yuma Metropolitan Planning Organization



2/26/26

Councilmember Maria Cecilia Cruz,
Chairwoman, YMPO Executive Board