

EXECUTIVE BOARD REGULAR MEETING AGENDA

Local Governments and Citizens Working Together

**EXECUTIVE BOARD
Regular Meeting
Thursday, December 10, 2020
1:30 P.M.**

**The Meeting will be held using GoToMeeting
by Video and/or Teleconference from the
Main Conference Room at the YMPO Offices at
502 South Orange Avenue, Yuma, Arizona 85364.**

YMPO EXECUTIVE BOARD

Chair	Martha Garcia, Vice-Mayor, City of Somerton.
Vice-Chair	Matias Rosales, Vice-Mayor, City of San Luis.
Sec./Treasurer	Martin Porchas, Board of Supervisors, Yuma County.
Member	Cecilia McCollough, Mayor, Town of Wellton.
Member	Gary Knight, Councilmember, City of Yuma.
Member	Paul Patane, Southwest District Engineer, ADOT.
Member	Lynne Pancrazi, Board of Supervisors, Yuma County.
Member	Karen Watts, Deputy Mayor, City of Yuma.
Member	Chris Morris, Councilmember, City of Yuma.
Member	Cocopah Indian Tribe, member not yet identified.

A regular electronic meeting of the Executive Board (the Board) of the Yuma Metropolitan Planning Organization (YMPO) will be held on **Thursday, December 10, 2020**, starting at **1:30 p.m. using GoToMeeting Video/Teleconferencing from the YMPO Offices at 502 South Orange Street, Yuma, Arizona, 85364**, to discuss, consider, and/or take action with respect to the items listed below. Members MAY attend in person, if they wish.

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 and/or Yuma County are not in attendance, those members that are in attendance will have the opportunity to declare which members will carry their respective number of proxy votes.
3. Title VI Declaration and Call to the Public.
De'Laurien McKenzie, YMPO Associate Planner, 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. Due to the revised nature of the meeting, members of the Public are requested to contact YMPO staff with any questions they may have.

4. Consent Agenda.

- A. Approval of the October 29, 2020, Regular Board Meeting Minutes.
- B. Approval of the November 24, 2020, Special Board Meeting Minutes.
- C. YMPO Income/Expenditure Report for October 2020.

A copy of the draft minutes of the previous Regular Board meeting from October 29, 2020, the draft minutes of the Special Board meeting from November 24, 2020, and the Income and Expenditure Report for October 2020, are being sent out with the agenda packet. Members will have the opportunity to review, report any changes, and/or approve the minutes of the October 29, 2020, Regular Board meeting, the minutes of the November 24, 2020, Special Board meeting and/or to review, discuss, and acknowledge receipt of the October 2020 financial report.

This item is on the agenda for information, discussion, and action to approve the Consent Agenda. Copies of the draft minutes are attached for review as Item 4A and 4B and the Expenditure Reports as Item 4C.

5. New Office for YMPO

Mr. Ward will present a status report on the efforts to improve the property at 230 West Morrison Street, Yuma, Arizona 85364.

This item is on the agenda for information and discussion only at this stage and Mr. Ward will present this item.

6. FY 2022-23 YMPO Unified Planning Work Program (UPWP)

The current FY 2020-21 UPWP was approved by the YMPO Board at the Special Executive Board meeting on May 16, 2019. This was the first two-year work program approved by YMPO and reflects a slightly new way of doing business for YMPO and ADOT. It is time to start developing the next UPWP and we are continuing the process of approving a program for the next two years. In conformance with fiscal constraint, the annual budget will only be approved for one year at a time. YMPO staff will provide an update on what might be expected to occur during the next two-year work program.

This item is on the agenda for information, discussion, and possible comment only at this time. A combination of YMPO staff will present this item and additional background is included as part of an Information Summary that is being sent to members with this agenda packet as Item 6.

7. Entity Dues to Member Agencies

YMPO staff will review the updated Non-In-Kind matching funds (Entity Dues) to be collected from member agencies. This update includes changes made as part of FY 2020-21 UPWP Amendment #4 and recently received State and County-wide draft population estimates for 2020. YMPO will provide the actual FY 2021 Entity Dues to be paid by member agencies as part of the YMPO UPWP, when population estimates become final by December 15, 2020. Members will have the opportunity to ask any questions regarding the Entity Dues.

This item is on the agenda for information, discussion and possible action to change the calculated amount of total local match required for FY 2021. Crystal Figueroa, YMPO Executive Assistant/Accountant II will present this item and further information is included in an Information Summary that is being sent to members with this agenda packet as Item 7.

8. Tentative Schedules for Calendar Year 2021 Executive Board and Technical Advisory Committee Meetings.

Tentative schedules for YMPO Executive Board and Technical Advisory Committee (TAC) meetings are being submitted for review and comment. The normal criteria is that TAC meetings are scheduled for the second Thursday of each month at Yuma County's Aldrich Auditorium, starting at 9:00 a.m. and Board meetings are scheduled for the last Thursday of each month, at various locations, starting at 1:30 p.m. The location of meetings will be open to discussion based on the anticipated availability of the new YMPO Offices in early 2021. A possible alternative is to hold ALL future TAC meetings at the new YMPO Office (when ready) and to hold alternate Board meetings at the new office, with the other alternate being rotating meetings at member agency locations.

This item is on the agenda for information, discussion and possible action to approve the tentative schedule for Calendar Year 2021 meetings of the YMPO Executive Board and the Technical Advisory Committee. Melissa Ramos, YMPO Assistant Planner, will present this item and draft copies of the tentative schedules are provided as part of an Information Summary that is being sent to members with this agenda packet as Item 8.

9. FY 2021-2025 ADOT Transportation Facilities Construction Program

Following several adjustments to current and projected income estimates, the State Transportation Board finally approved the above program. Mr. Ward will report on projects that might be of interest to the YMPO region.

This item is on the agenda for information, discussion, and possible action for evaluating the Director's performance. Mr. Ward will present this agenda

item and further information is included in an Information Summary that is being sent to members with this agenda packet as Item 9.

10. Transportation Performance Measures

The Arizona Department of Transportation (ADOT) has requested that all MPOs update the Performance Measures that were originally submitted back in 2018. The YMPO Technical Advisory Committee has reviewed this item and has recommended approving the updates shown in the Information Summary and the accompanying letter.

This item is on the agenda for information, discussion, and possible action to ratify the changes in the Arizona Transportation Performance Measures as recommended by the YMPO TAC. Further details are included in an Information Summary that is being sent to members with this agenda packet as Item 10.

11. Executive Director's Evaluation

During the Board meeting last year on October 31, 2019, members discussed the process for evaluating the performance of the Executive Director and decided to continue with the subcommittee option. Members have the opportunity to discuss whether to retain the subcommittee option, or to make changes. Presuming that the subcommittee option is retained, Chair Garcia will invite two members of the Board to form the Evaluation Subcommittee. This subcommittee will review Mr. Ward's self-evaluation and may provide their own comments and/or corrections. The subcommittee will report back to the full Executive Board at their scheduled meeting on January 28, 2021 and will have the option of discussing the evaluation during Executive Session. A copy of the updated evaluation will be distributed to all members of the Board for their review and comment during the Executive Session.

This item is on the agenda for information, discussion and possible action for evaluating the Director's performance. Mr. Ward will present this agenda item and further information is included in an Information Summary that is being sent to members with this agenda packet as Item 11.

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. Executive Director Annual Evaluation.
- B. Future Regional Transportation Funds update.
- C. Possible Ribbon-Cutting on New Office.
- D. Future visits by YMPO Team to member agencies.

This item is on the agenda for information, discussion, and possible suggestions by members for future agenda items.

14. Progress Reports.

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

- A. Nov 2 - Staff meeting.
- B. Nov 6 - YCIPTA/YMPO SRTP telemeeting (PW).
- C. Nov 9 - RTAC Board telemeeting (PW).
- D. Nov 9 - ADOT/YMPO Coordination telemeeting (GK, PW, CG).
- E. Nov 10 - Internal staff LRTP proposed roadway network meeting.
- F. Nov 10 - YPG Compatible Use Study telemeeting (PW).
- G. Nov 10 - YMPO LRTP biweekly telemeeting (PW, CG, DM).
- H. Nov 12 - YMPO TAC telemeeting (PW, CG).
- I. Nov 12 - YCIPTA/YMPO SRTP telemeeting (PW).
- J. Nov 12 - YMPO internal discussion on City of Yuma 16th Street Project.
- K. Nov 13 - Meet with Pat Walker at New Office (PW, CG).
- L. Nov 16 - STSP Safety Related Data Emphasis Area telemeeting (PW).
- M. Nov 16 - FHWA EDC 5 STEP Initiative telemeeting (PW).
- N. Nov 16 - AZ OEO Council on Technical Solutions telemeeting (PW, DM).
- O. Nov 16 - Weekly regional ED panel (PW).
- P. Nov 17 - Meet with John Lockard at New Office (PW, CG).
- Q. Nov 17 - Follow-up meeting with Pat Walker at New Office (PW, CG).
- R. Nov 18 - YCIPTA/YMPO SRTP telemeeting (PW).
- S. Nov 18 - Air Quality discussion with Paul Melcher (PW).
- T. Nov 19 - RTAC Future Structure telemeeting (PW).
- U. Nov 20 - Meet with Fernando Cutina at New Office (PW).
- V. Nov 20 - AZSTB telemeeting (PW).

- W. Nov 23 - Review Town of Wellton projects (CG).
- X. Nov 23 - Follow-up meeting with Fernando Cutina at New Office (PW).
- Y. Nov 24 - YMPO LRTP biweekly telemeeting (PW, CG, DM).
- Z. Dec 2 - Follow-up meeting with Pat Walker at New Office (PW, CG).
- AA. Dec 3 - PMSS Status meeting (PW, CG, DM).
- BB. Dec 3 - City of Yuma TOC Planning telemeeting (PW, CG, DM).
- CC. Dec 4 - Oh, Ancient One.
- DD. Dec 4 - RTAC Board telemeeting (PW).
- EE. Dec 7 - Staff meeting.
- FF. Dec 7 - Weekly regional ED panel (PW).
- GG. Dec 8 - COGs/MPOs Director's telemeeting (PW).
- HH. Dec 8 - YMPO LRTP biweekly telemeeting (PW, CG, DM).
- II. Dec 8 - ADEQ PM-10 Stakeholder's telemeeting.
- JJ. Dec 9 - YCIPTA/YMPO SRTP telemeeting (PW).
- KK. Dec 9 - Effective Performance Evaluation training (PW).
- LL. Dec 10 - TAC telemeeting (PW, CG, DM).
- MM. Dec 10 - Every Day Counts Stakeholder webinar (PW).

15. Adjournment

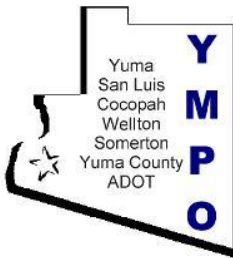
Notice: In accordance with the Americans with Disabilities Act (ADA) and section 504 of the Rehabilitation Act of 1973, YMPO does not discriminate on the basis of disability, in the admission of, or access to, or treatment or employment in, its programs, activities, or services. If you have any questions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

Anticipated Future 2021 Meeting Locations

The following meetings **MAY** be held electronically, depending on the Coronavirus situation. Further information will be provided and the location(s) **MAY** change.

January 28, 2021 Old office, 502 South Orange Avenue, Yuma, Arizona 85364.

February 25, 2021 New office, 230 West Morrison Street, Yuma, Arizona 85364.



**EXECUTIVE BOARD
REGULAR MEETING MINUTES**

Local Governments & Citizens Working Together

**Executive Board
Regular Meeting
Thursday, October 29, 2020
1:30 P.M.**

**The Meeting was held using GoToMeeting
By Video and/or Teleconference from the
Main Conference Room at the YMPO Offices at
502 South Orange Avenue, Yuma, Arizona 85364**

1. Call to Order and the Pledge of Allegiance.
In the absence of Chair Martha Garcia and Vice-Chair Maria Cruz, the Yuma Metropolitan Planning Organization (YMPO) member Gary Knight (the Chair), called the YMPO Executive Board (the Board) meeting to order at 1:38 p.m. He asked members to join him in reciting the Pledge of Allegiance.

2. Roll Call Attendance.
The YMPO Executive Assistant/Accountant II, Crystal Figueroa, called the roll as follows:

YMPO Executive Board Members Present:

- Secretary/Treasurer Martin Porchas, Board of Supervisors, Yuma County *
- Member Cecilia McCollough, Mayor, Town of Wellton *
- Member Gary Knight, Councilmember, City of Yuma ^
- Member Michael Jones, for Paul Patane, ADOT Southwest District
 Engineer *
- Member Lynne Pancrazi, Board of Supervisors, Yuma County ^
- Member Karen Watts, Deputy Mayor, City of Yuma *
- Member Chris Morris, Councilmember, City of Yuma *

^ Members attended in person.
* Participated by teleconference.

YMPO Executive Board Members Absent:

- Chair Martha Garcia, Vice-Mayor, City of Somerton*
- Vice-Chair Maria Cruz, Vice-Mayor, City of San Luis *
- Member Vacant, Cocopah Indian Tribe

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

YMPO Staff Present:

- Paul Ward Executive Director
- Charles Gutierrez Senior Planning/Mobility Manager

Crystal Figueroa Executive Assistant/Accountant II
DeLaurien McKenzie Associate Planner

Additional Attendees:

Susan Thorpe Yuma County Administrator *
Kevin Adams RTAC Representative *

Declaration of Votes:

All members of the City of Yuma attended the meeting and retained their allocated votes.

3. Title VI Declaration and Call to the Public

DeLaurien McKenzie, YMPO Associate Planner, read the YMPO Title VI obligations. No members of the public addressed the Board.

4. Consent Agenda

- A. Approval of the September 24, 2020, Board Meeting Minutes and September 29, 2020, Special Board Meeting Minutes
- B. YMPO Income/Expenditure Report for September 2020.

MOTION: Councilmember Chris Morris moved approve the consent agenda, as presented. Councilmember Karen Watts seconded, and the motion was unanimously approved.

5. Steps to Achieve the 2020 Census

Mr. McKenzie provided the monthly update to the 2020 Census. He reported that he and Mr. Ward had attended the Council on Technical Solutions meeting hosted by the State Demographer, Jim Chang. Based on updated statistics, 99.9% of households were accounted for in the State of Arizona, Mr. McKenzie congratulated all agencies for their efforts. He mentioned that the first iteration of population statistics should be available during March of 2021.

6. Possible New Offices for YMPO

Mr. Ward provided a brief status on the YMPO new office. He reported that there was an agreed purchase price and contract with seller, proper inspections were carried out, repair work identified, and had a closing date was set for November 2, 2020. Mr. Ward mentioned that construction modification is estimated to take place November through December with a possible move-in time of mid to late December. He suggested a ribbon cutting event once Covid-19 numbers allows us a time, possibly in January 2021. Councilmember Watts suggested to plan a ribbon-cutting event date with all the precautions and not plan around Covid-19. Mr. Knight agreed with Ms. Watts and suggested a ribbon cutting event after building modifications are completed.

7. FY 2020-2021 YMPO Unified Planning Work Program (UPWP) Amendment #4
Crystal Figueroa, YMPO Accountant, provided a breakdown of Local fund additions to the second year of the two-year UPWP. This included a brought-forward amount for consulting work performed on the US-95 2020 BUILD Grant application, funds for purchase of the new office building, including appropriate modifications, and funds for staff training and tuition reimbursement. Ms. Figueroa confirmed that changes only pertain to local funds and not Federal or State funds.

MOTION: Councilmember Watts moved to approve Amendment #4 to the FY2020-2021 UPWP. Mayor McCollough seconded, and the motion was unanimously approved.

8. FY 2020-2045 YMPO Long-Range Transportation Plan (LRTP) Update
Mr. Ward provided a status report on the LRTP and provided the proposed schedule for the projected completion. He reported that the consultant, Kittleson kicked-off the LRTP in August and will be working directly with member agencies to update the roadway network. Mr. Ward reported that YMPO staff have meetings every two weeks with the consultant and they already presented to the Technical Advisory Committee (TAC) once. Mr. Ward mentioned he will update the Board accordingly, as the project progresses.

9. FY 2022-2026 YMPO Transportation Improvement Program (TIP)
Charles Gutierrez, Senior Planning/Mobility Manager, updated the Board on the most recent TIP status. He mentioned that there were two years of available Surface Transportation Block Grants (STBG) funds, for FY 2025 and FY 2026. YMPO currently has programmed out to FY 2024 in the FY 2020-2024 YMPO TIP. Mr. Gutierrez mentioned that YMPO is beginning the process of programming for FYs 2025 and 2026 and this is the official call for projects. He further mentioned that the projects that are going to be programmed in the LRTP will have the Air Quality Conformity Analysis (AQCA) completed. He clarified that, in order for any projects to receive federal funds, they must be included in the LRTP and AQCA process. Mr. Gutierrez mentioned Joe Grant from the Town of Wellton notified him of a potential project. He reviewed what kind of projects the funds can be used for and explained that STBG funds can be exchanged for HURF funds at an exchange rate of 90%. Mr. Gutierrez reported that YMPO Staff will continue the call for projects and report back to the Board for a finalized recommended set of TIP projects that will be decided upon.

10. YMPO Rail/Heavy Freight Study
Mr. Ward reported that YMPO has been considering an update to the Rail/Heavy Freight Study. He mentioned that there is a process and member agencies, and other possible interested parties will have the opportunity to express their needs. He provided the most recent schedule and reported that a confirmed scope of work would be available by the end of December, that YMPO would advertise a Request for Proposals in January 2021, with a possible notice to proceed in March 2021 and final report due in March 2022. Mr. Ward informed the Board that YMPO Staff have released a copy of the latest Scope of

Work to all members of the TAC and requested responses by the next TAC meeting on November 12,2020.

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 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. Mr. Adams provided a legislative update at the Federal level.
- F. Projects - Economic Development and Transportation.

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. Possible Ribbon-Cutting on New Office.
- B. Future Regional Transportation Funds update.
- C. Visit by YMPO Team to member agencies.
- D. Executive Director Annual Evaluation.

13. Progress Reports.

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

- A. Sep 29 - ADOT DBE/BECO Training (CG, CF)
- B. Sep 29 - YMPO LRTP Meeting with Kittelson (PW, CG)
- C. Sep 29 - YMPO Special Executive Board Meeting (PW, CF, CG)
- D. Sep 30 - YMPO & PUN Group Engagement Meeting (PW, CF)
- E. Oct 5 - Staff meeting.
- F. Oct 5 - Inspection by Randy Crist, COY Building Official.
- G. Oct 5 - YMPO staff member discussion (Hector Pullen).
- H. Oct 5 - YPG Compatible Use Study Workshop.
- I. Oct 6 - Property and termite inspection.
- J. Oct 6 - YMPO LRTP traffic counts with Kittelson (PW, CG).
- K. Oct 7 - YCIPTA/YMPO SRTP telemeeting.
- L. Oct 8 - TAC telemeeting.
- M. Oct 8 - Meeting with prospective property owner.
- N. Oct 9 - Arizona COGs/MPOs Planner's telemeeting.
- O. Oct 12 - Special staff meeting (Move part 2).
- P. Oct 12 - RTAC Management Committee telemeeting.

- Q. Oct 13 - Telecon with YMPO attorney, Minda Davy.
- R. Oct 13 – Prospective New Property Plumbing Inspection
- S. Oct 13 - YMPO LRTP biweekly telemeeting with Kittelson.
- T. Oct 13 - ADOT/YMPO Coordination telemeeting.
- U. Oct 13 – YMPO/ADOT/Kittelson Traffic Count/TDM meeting.
- V. Oct 14 - Regional Bicycle Committee telemeeting.
- W. Oct 14 - Arizona COGs/MPOs Director’s telemeeting
- X. Oct 14 - Yuma Overweight Vehicle Permit telemeeting.
- Y. Oct 14 - 4Fronted Binational Megaregion telemeeting.
- Z. Oct 15 - P2P Workshop telemeeting.
- AA. Oct 15 - YMPO staff discussion (Hector and Michael M.)
- BB. Oct 15 – ADOT/YMPO Traffic Count/Model discussion GIS
- CC. Oct 16 - AZSTB telemeeting.
- DD. Oct 19 - Special staff meeting (Move, part 3).
- EE. Oct 19 – CTS Meeting
- FF. Oct 19 - ADOT/YMPO Financial Statement review.
- GG. Oct 19 - FHWA EDC 5 STEP Initiative telemeeting.
- HH. Oct 19 - Weekly County regional economic development panel.
- II. Oct 20 - GSA San Luis POE I Final EIS Meeting
- JJ. Oct 20-21 - AzTA teleconference.
- KK. Oct 21 - City of San Luis Meeting Economic Grant Questions
- LL. Oct 23 - Weekly regional ED panel.
- MM. Oct 27 - YMPO LRTP telemeeting with Kittelson.
- NN. Oct 28 - YCIPTA/YMPO SRTP telemeeting.
- OO. Oct 29 - EB telemeeting

16. Adjournment.

There being no further business to discuss, the meeting was adjourned at 3:00 p.m.

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Preparation and Approval of Minutes:

Minutes prepared by:

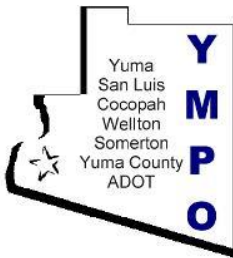
Crystal Figueroa, Executive Assistant
and Accountant II, YMPO

Minutes reviewed to form by:

Minutes approved in regular session on
December 10, 2020

Paul D. Ward, P.E., Executive Director
Yuma Metropolitan Planning Organization

Vice-Mayor Maria Garcia, Chair
YMPO Executive Board



EXECUTIVE BOARD SPECIAL MEETING MINUTES

Local Governments & Citizens Working Together

**Executive Board
Special Meeting
Thursday, November 24, 2020
1:30 P.M.**

**The Meeting was held using GoToMeeting
By Video and/or Teleconference from the
Main Conference Room at the YMPO Offices at
502 South Orange Avenue, Yuma, Arizona 85364**

1. Call to Order and the Pledge of Allegiance.
The Yuma Metropolitan Planning Organization (YMPO) Chair, Martha Garcia, called the YMPO Executive Board (the Board) meeting to order at 1:30 p.m. She asked members to join her in reciting the Pledge of Allegiance.

2. Roll Call Attendance.
The YMPO Senior Planning/Mobility Manager, Charles Gutierrez, called the roll as follows:

YMPO Executive Board Members Present:

Chair	Martha Garcia, Vice-Mayor, City of Somerton *
Vice-Chair	Matias Rosales, Vice-Mayor, for Councilmember Maria Cruz, City of San Luis *
Secretary/Treasurer	Martin Porchas, Board of Supervisors, Yuma County *
Member	Gary Knight, Councilmember, City of Yuma ^
Member	Michael Jones, for Paul Patane, ADOT Southwest District Engineer *
Member	Lynne Pancrazi, Board of Supervisors, Yuma County ^

^ Members attended in person.

* Members participated by teleconference.

YMPO Executive Board Members Absent:

Member	Vacant, Cocopah Indian Tribe
Member	Cecilia McCollough, Mayor, Town of Wellton
Member	Karen Watts, Deputy Mayor, City of Yuma
Member	Chris Morris, Councilmember, City of Yuma

As five out of seven, constituent member agencies were present, the quorum requirement was met.

YMPO Staff Present:

Paul Ward	Executive Director
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Charles Gutierrez Senior Planning/Mobility Manager

Additional Attendees:

Sue Cowey CIP Administrator, City of Yuma
Mark Hoffman Senior Planner, ADOT
Ed Stillings Senior Transportation Planner, FHWA
Jeff Kramer City Engineer, City of Yuma

Declaration of Votes:

Councilmember Knight announced that he held a proxy for Councilmember Chris Morris and Deputy Mayor Karen Watts, he declared a total of five votes for the City of Yuma.

3. Title VI Declaration and Call to the Public

Charles Gutierrez, YMPO Senior Planner/Mobility Manager,

4. FY 2020-24 YMPO Transportation Improvement Program – Amendment #2

Mr. Gutierrez reported that the FY 2020-2024 Transportation Improvement Program (TIP) was approved by the Board on June 27, 2019. He mentioned Amendment #2 was recently approved in September 2020. Since, then the Federal Highway Administration raised a concern about the air quality conformity analysis regarding one project, the City of Yuma 16th Street project, from Maple Avenue to 3rd Avenue. Mr. Gutierrez added that the two phases of the project, are scheduled for FYs 2023 and 2024. He continued, it will be temporarily withdrawn from the TIP and reintroduced in the updated FY 2022-2026 TIP in the same years. Mr. Gutierrez reiterated that the funds for the project will not be affected in any way. He suggested that this could most easily be accomplished if members decided to reconsider and reopen agenda item 10 from the September 24, 2020, Board meeting regarding Amendment #2 to the FY 2020-2024 YMPO TIP, with the intention of revising the list of projects and to remove the specified project.

MOTION: Councilmember Knight moved to reconsider agenda item 10 from the September 24, 2020, YMPO Executive Board agenda, and to approve the revised list of projects in Amendment #2 to the FY 2020-2024 YMPO Transportation Improvement Program to remove the project in question. Supervisor Pancrazi seconded, and the motion was unanimously approved.

5. Adjournment.

There being no further business to discuss, the meeting was adjourned at 1:40 p.m.

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Preparation and Approval of Minutes:

Minutes prepared by:

Crystal Figueroa, Executive Assistant
and Accountant II, YMPO

Minutes reviewed to form by:

Minutes approved in regular session on
December 10, 2020

Paul D. Ward, P.E., Executive Director
Yuma Metropolitan Planning Organization

Vice-Mayor Martha Garcia, Chair
YMPO Executive Board

**Yuma Metropolitan Planning Organization
Revenue & Expense Budget Performance
October 2020**

	Oct 20	Jul - Oct 20	YTD Budget	% of Budget
Income				
4000 - ADOT Grant				
4001 - PL	36,224.63	36,224.63	484,677.00	7.47%
4002 - SPR	21,424.41	21,424.41	281,838.00	7.6%
4003 - HSIP	0.00	0.00	0.00	0.0%
4004 - STBG	0.00	0.00	265,000.00	0.0%
Total 4000 - ADOT Grant	57,649.04	57,649.04	1,031,515.00	5.59%
4010 - FTA Grant				
4020 - 5303/5305	5,878.87	5,878.87	151,730.00	3.88%
4021 - 5304	7,741.35	7,741.35	65,373.00	11.84%
Total 4010 - FTA Grant	13,620.22	13,620.22	217,103.00	6.27%
4050 - ADEQ Grant	0.00	0.00	10,000.00	0.0%
4055 - 5310 Funds				
4051 - 5310 -Saguaro Foundation	0.00	0.00	0.00	0.0%
4053 - CARES Act MM	0.00	0.00	72,902.00	0.0%
4055 - 5310 Funds - Other	20,651.85	20,651.85	62,652.00	32.96%
Total 4055 - 5310 Funds	20,651.85	20,651.85	135,554.00	15.24%
4200 - YMPO UPWP Dues	0.00	0.00	80,623.69	0.0%
4400 - Interest Income	2,327.34	7,966.43	31,000.00	25.7%
4600 - Charges for Services				
4904 - Traffic Count Revenue	0.00	0.00	12,402.00	0.0%
Total 4600 - Charges for Services	0.00	0.00	12,402.00	0.0%
Total Income	94,248.45	99,887.54	1,518,197.69	6.58%
Gross Profit	94,248.45	99,887.54	1,518,197.69	6.58%
Expense				
5110 - Payroll Expenses				
5111 - Fringe Benefits	1,941.79	8,136.14	29,802.00	27.3%
5112 - Part Time Staff-Salaries				
5133 - Part Time Staff-Salaries- Local	0.00	3,642.32	9,092.00	40.06%
5112 - Part Time Staff-Salaries - Other	2,799.13	14,602.85	67,750.00	21.55%
Total 5112 - Part Time Staff-Salaries	2,799.13	18,245.17	76,842.00	23.74%
5113 - Full Time Staff-Salaries	22,657.95	88,365.97	295,676.00	29.89%
5115 - Health Insurance-ER Portion	4,470.00	17,880.00	53,640.00	33.33%
5116 - ASRS	2,884.14	11,375.70	38,542.00	29.52%
5117 - Workman's Comp Insurance	0.00	953.00	1,089.00	87.51%
5118 - FUTA Payroll Expense	6.25	83.68	546.00	15.33%
5120 - Life Insurance	121.43	607.15	1,560.00	38.92%
Total 5110 - Payroll Expenses	34,880.69	145,646.81	497,697.00	29.26%
5123 - Consulting Services				
5134 - Contractual-Local	105.91	38,196.42	39,824.53	95.91%
5123 - Consulting Services - Other	39,383.59	111,828.87	715,383.00	15.63%
Total 5123 - Consulting Services	39,489.50	150,025.29	755,207.53	19.87%
5124 - Staff Training/Education				
5137 - Staff Training/Edu Reimb-Local	0.00	0.00	6,000.00	0.0%
5124 - Staff Training/Education - Other	0.00	1,194.00	4,000.00	29.85%
Total 5124 - Staff Training/Education	0.00	1,194.00	10,000.00	11.94%
5125 - Audit Services	0.00	0.00	22,000.00	0.0%
5126 - Payroll Processing Fees	165.31	1,008.65	4,500.00	22.41%
5128 - Accounting Services	0.00	0.00	25,000.00	0.0%
5129 - Public Participation	0.00	0.00	1,000.00	0.0%
5130 - Reimbursement of Expenses	0.00	0.00	0.00	0.0%
5131 - Data Process, Software, Hardwar	867.26	1,658.55	8,000.00	20.73%
5132 - Furniture and Equipment	0.00	200.17	6,000.00	3.34%
5140 - Legal	2,750.00	6,383.25	7,500.00	85.11%
5150 - IT Support	0.00	0.00	1,000.00	0.0%
5151 - Building, Contents Insurance	0.00	0.00	6,000.00	0.0%
5152 - Equipment Maintenance	0.00	175.74	1,300.00	13.52%

**Yuma Metropolitan Planning Organization
Revenue & Expense Budget Performance
October 2020**

	Oct 20	Jul - Oct 20	YTD Budget	% of Budget
5153 · Office Supplies	197.09	615.16	3,000.00	20.51%
5154 · Postage	0.00	0.00	500.00	0.0%
5155 · Printing	123.55	185.40	800.00	23.18%
5157 · Publications, Subscriptions	0.00	310.88	600.00	51.81%
5158 · Registration Fees	0.00	0.00	6,000.00	0.0%
5159 · Special Meetings	0.00	0.00	4,000.00	0.0%
5160 · Telecommunications	1,058.09	4,444.17	12,000.00	37.04%
5162 · Vehicle Insurance	0.00	4,693.40	5,000.00	93.87%
5163 · Vehicle Maint., Repairs, Parts	0.00	7.00	2,500.00	0.28%
5164 · YMPO Memberships & Dues	290.00	290.00	3,500.00	8.29%
5165 · Finance Charges and Interest	3.50	14.00	250.00	5.6%
5166 · Website Maintenance	143.00	211.00	1,500.00	14.07%
5167 · Miscellenous Consumables	39.99	63.96	2,000.00	3.2%
5168 · Recruitment Employee	0.00	0.00	0.00	0.0%
5169 · Miscellaneous-Expense	782.50	3,118.15	4,000.00	77.95%
5171 · Alarm System	93.00	186.00	1,000.00	18.6%
5172 · Lease	1,830.60	9,153.00	24,000.00	38.14%
5173 · Electric Bill	593.67	1,654.15	7,500.00	22.06%
5174 · Grounds Maintence	178.00	658.00	2,700.00	24.37%
5175 · Janitorial	0.00	750.00	4,500.00	16.67%
5179 · Office Building Repairs				
5181 · Pest Control	0.00	96.00	500.00	19.2%
5179 · Office Building Repairs - Other	58.50	89.14	1,000.00	8.91%
Total 5179 · Office Building Repairs	58.50	185.14	1,500.00	12.34%
5182 · Sewer & Water	102.75	406.96	1,300.00	31.31%
5190 · Travel - Local & Outside County	47.11	47.11	20,000.00	0.24%
5191 · T530- Traffic Count Fuel	187.34	2,754.72	4,635.00	59.43%
5630 · T530 Traffic Count Equipment				
5631 · T530-Local COY Materials	0.00	0.00	1,244.00	0.0%
5630 · T530 Traffic Count Equipment - Other	288.81	1,103.88	4,575.00	24.13%
Total 5630 · T530 Traffic Count Equipment	288.81	1,103.88	5,819.00	18.97%
Total Expense	84,170.26	337,144.54	1,463,808.53	23.03%
Net Ordinary Income	10,078.19	-237,257.00	54,389.16	-436.22%
Other Income/Expense				
Other Income				
4900 · In-Kind Match Revenue	7,119.24	30,128.46	185,713.00	16.22%
Total Other Income	7,119.24	30,128.46	185,713.00	16.22%
Other Expense				
9200 · In-Kind Match Expenses	7,119.24	30,128.46	185,713.00	16.22%
Total Other Expense	7,119.24	30,128.46	185,713.00	16.22%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	10,078.19	-237,257.00	54,389.16	-436.22%

10000 - Wells Fargo - YMPO General Account	\$667,097.52
10009 - Wells Fargo - YMPO Payroll Account	\$48,190.95
10100 - Yuma County Treasurer - YMPO Account	\$994,922.55
	<u>\$1,710,211.02</u>

YMPO INFORMATION SUMMARY for Agenda Item 6

FY 2022-23 YMPO Unified Planning Work Program (UPWP)

DATE: December 3, 2020.

SUBJECT: FY 2022-23 YMPO Unified Planning Work Program (UPWP)

SUMMARY:

The current FY 2020-21 UPWP was approved by the YMPO Executive Board during a Special meeting on May 16, 2019. This was the first two-year work program approved by YMPO and reflects a slightly new way of doing business for YMPO and ADOT. It is time to start developing the next UPWP and staff expect to develop a program for the next two years. In conformance with fiscal constraint, the annual budget will only be approved for one year at a time.

The current on-going studies that will partially, or completely, fall in the next UPWP include the Rail/Heavy Freight Corridor Study, the Intelligent Transportation Systems (ITS) Study, an Origin/Destination Study (centering on Port of Entry I and, possibly, II), a possible Design Concept Report Update for US-95, and possible studies regarding Corridor Border Infrastructure projects and/or Roads of Regional Significance and/or Pavement Management System - Phase 2. YMPO staff will provide a presentation on what might be expected to occur during the next two-year work program. Board members and agency staffs are encouraged to provide comments on the applicability of the studies listed and/or suggest possible additions that would be regarded as 'regional' studies.

PUBLIC INPUT:

No members of the public have provided any input on this item.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: The UPWP is one of the publications that YMPO is required to produce. An advance version is prepared and initially critiqued by ADOT, Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) staffs 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 contains 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 comment only at this time.

PRIOR BOARD/COMMITTEE ACTIONS:

The current FY 2020-21 UPWP was approved by the YMPO Board at the Special Executive Board meeting on May 16, 2019.

CONTACT PERSON:

Paul Ward, Executive Director, 928-783-8911

YMPO INFORMATION SUMMARY for Agenda Item #7

Entity Dues from Member Agencies

DATE: December 03, 2020.

SUBJECT: Entity Dues to Member Agencies

SUMMARY: During the May 2018 Executive Board (the Board) meeting, YMPO staff presented, and the Board approved, a working policy and a procedure for calculating matching funds in the YMPO Unified Planning Work Program (UPWP). The UPWP is usually developed during the January through May timeframe, is reviewed and/or approved by the Executive Board and then by the Arizona Department of Transportation (ADOT) and the Federal Highway and Transit Administrations (FHWA and FTA). In March of 2020, a preliminary assessment for entity dues was mailed to member agencies using projected numbers for planning purposes.

Since the preliminary assessment, the final Entity Dues have been assessed considering the changes and approval of the FY 2020-21 YMPO UPWP Amendment #4 approved on October 29, 2020, including a slight change in PL Funds and recently updated, unofficial, population estimates.

Total projected entity dues have significantly decreased this year from about \$80,400 to \$46,900. This is primarily due to two factors, including CARES Act Mobility funding and the substitution of anticipated FTA 5305e with Surface Transportation Block Grant money. These two combine for approximately \$42,000 of the decrease. Final Assessments will be mailed to member agencies this month after the State Office of Economic Opportunity officially posts the most recent population estimates.

PUBLIC INPUT:

No public comments were made for this process.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: The process used to calculate matching funds and entity dues follows the previously established process. The current decrease, if implemented, will likely be followed by a corresponding estimated increase next year.

POLICY: During the May 2018, Executive Board meeting, YMPO staff outlined several steps that lead to the calculation of Local Matching Funds and Entity Dues and the process was approved by the Board. This, effectively, established the process as YMPO Policy. Currently, there are no recommended changes to that process, but the Executive Board may decide to change how much local match to charge.

ACTION NEEDED:

This item is on the agenda for information, discussion and possible action to change the calculated amount of total local match required for FY 2021.

PRIOR BOARD/COMMITTEE ACTIONS:

At their meeting on May 24, 2018, the Board unanimously approved the calculation of matching funds as explained during the presentation.

MEMBERS ATTENDING:

Cecilia McCollough, Wellton, Chair	Paul Patane, ADOT, Member
Jose Yopez, Somerton, Vice Chair	Lynne Pancrazi, Yuma Co., Member
* J. Deal Begay, Jr., Cocopah Tribe, Treasurer	Karen Watts, Yuma, Member
^ Gary Knight, Yuma	^ Jacob Miller, Yuma, Member
Maria Ramos, San Luis, Member	^ Martin Porchas, Yuma Co., Member

* Those members neither present nor represented by proxy.

^ Those members not present but represented by proxy.

CONTACT PERSON:

Crystal Figueroa, Accountant II, 928-783-8911

Table 1-Historical Cash (Non In-Kind)

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Total Budget	\$1,169,905.00	\$1,141,210.00	\$1,067,703.00	\$1,279,344.00	\$1,311,603.00	\$1,392,575.00
Local Match	\$170,033.00	\$189,529.00	\$158,845.00	\$200,899.00	\$227,056.00	\$185,713.00
Actual/Proposed Cash Match per Agency						
City of Yuma	\$42,646.78	\$42,646.78	\$35,942.93	\$39,209.02	\$36,841.03	\$21,537.43
Yuma County	\$27,473.93	\$27,473.93	\$22,431.61	\$24,192.96	\$22,586.44	\$12,993.05
San Luis	\$11,715.75	\$11,715.75	\$12,481.70	\$13,736.74	\$13,283.26	\$7,917.26
Somerton	\$6,547.46	\$6,547.46	\$6,049.32	\$6,594.77	\$6,188.13	\$3,597.02
Wellton	\$1,318.36	\$1,318.36	\$1,121.58	\$1,211.49	\$1,137.77	\$668.79
Cocopah	\$468.72	\$468.72	\$369.62	\$397.89	\$368.18	\$209.97
Totals	\$90,171.00	\$90,171.00	\$78,396.76	\$85,342.87	\$80,404.81	\$46,923.52
<p>Note: The above numbers for FY 2021 show a calculated decrease in the local match compared with FY 2020. Members will be asked for their input regarding how much of a decrease to implement.</p>						
Local Match %	15%	17%	15%	16%	17%	13%
Cash Match %	8%	8%	7%	7%	6%	3%

Cash Needed	5 Year Average	Cash (Non In-Kind) Match per Agency
\$46,923.53		
City of Yuma	\$39,457.31	\$21,537.43
Yuma County	\$24,831.77	\$12,993.05
San Luis	\$12,586.64	\$7,917.26
Somerton	\$6,385.43	\$3,597.02
Wellton	\$1,221.51	\$668.79
Cocopah	\$414.63	\$209.97
Totals	\$84,897.29	\$46,923.52

YMPO INFORMATION SUMMARY for Agenda Item 6

Tentative Schedules for CY 2021 EB and TAC Meetings

DATE: December 3, 2020.

SUBJECT: Tentative Schedules for 2021 YMPO Executive Board and TAC Meetings.

SUMMARY:

In General, YMPO Technical Advisory Committee (TAC) meetings are held on the second Thursday of each month and Executive Board meetings are held on the last Thursday of each month. In prior years ALL TAC meetings were held at the Yuma County, Department of Development Services Building at 2351 West 26th Street, Yuma, Arizona 85364, in the Aldrich Auditorium, starting at 9:00 a.m.

For the last three years, Executive Board meetings have been predominantly held in the City of Yuma City Hall complex at 1 City Plaza, Yuma, Arizona 85364, in the Room 190, starting at 1:30 p.m. On alternate months, the venue changed to one of the other member agency locations in rotation, starting with Yuma County in March, the Cocopah Indian Tribe in May, the Town of Wellton in July, the City of Somerton in September and at the City of San Luis in December.

Due to COVID-19 all of the meetings since March 2020 have been held by web-based tele- and videoconferences. However, when the COVID-19 restrictions are over, and as YMPO now has its own office with sufficient parking, members are asked whether they would like to use our own facilities more often.

PUBLIC INPUT:

No members of the public have provided any input on this item.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: Holding meetings at the same place shows stability and continuity. However, holding meetings at different locations gives those other locations a chance to show off their city and/or town facilities.

POLICY: There are no YMPO policies and/or By-Laws regarding where meetings must, or should, be held.

ACTION NEEDED:

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

PRIOR BOARD/COMMITTEE ACTIONS:

The schedule for Calendar Year 2020 was approved by the Executive Board at their regular meeting in December, 2019.

CONTACT PERSON:

Paul Ward, Executive Director, 928-783-8911

YMPO INFORMATION SUMMARY for Agenda Item 9

FY 2021-2025 ADOT Transportation Facilities Construction Program

DATE: December 3, 2020.

SUBJECT: FY 2021-2025 ADOT Transportation Facilities Construction Program.

SUMMARY:

Each year, ADOT develops a five-year Transportation Facilities Construction Program which is usually approved by the Arizona Transportation Board in June, in time for the start of the new fiscal year on July 1. This year, due to COVID-19, the latest program was not approved until the September 2020 meeting. The development process usually starts in January of the previous year and takes up to 15 months to complete, so the process for the next program is already well underway. The program contains those projects to be carried out on the State Highway System for up to five years, but many major projects are still being considered through the detailed scoping process for the outer two years of the program, so projects are usually only approved for the first three years.

During this year's program, Yuma County is expected to receive approximately \$63.6 million in projects over the five-year program and these are shown in the attached pages. The projects utilize a variety of State and Federal funding sources. The major problem facing ADOT is a chronic lack of funding from both State and Federal resources as neither of these funding streams have been changed in the past 25-plus years. The funding streams are primarily based on cents per gallon, so as the price of gasoline has increased, the amount of money going to fund highway improvements has stayed the same.

Indeed, as prices for everything that goes into designing, constructing, and maintaining the highway system has increased, the amount of money recouped by the fuel taxes, which primarily fund the system, has decreased, because the amount of miles that each vehicle drives - per gallon - has increased. This continued decline of the sources that primarily fund the system has finally reached the point where ADOT is no longer able to fund roadway widening projects in the Greater Arizona area (including Yuma County).

Regardless of the lack of overall funding, ADOT continues to program a much lower proportion of funds for the State highway system in Yuma County than in other counties that have similar sizes and who contribute about the same amount of fuel taxes into the system. This is primarily due to the number lane miles of State Highways in the counties in question. ADOT exerts a very high level of control over the (discretionary) funding available to the counties in Greater Arizona and refuses to provide as fair 'return to sender' to counties like Yuma. As a result, funds paid into the State Highway system will continue to be taken from Yuma County to fund 'needs' in other areas of the State based on ADOT's perceived 'need' for those roadways to be repaired and/or maintained, regardless of where the funds come from in the first place.

A forthcoming presentation on Federal, Regional, State, and Local funding is tentatively scheduled for the February 2021 meeting of the Executive Board.

PUBLIC INPUT:

No members of the public have provided any input on this item.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: ADOT's control mechanism does not allow for effective regional influence in the decision-making of the programming of State Highway Funds. This is partially due to an overall lack of funds. ADOT allocates just over \$1 million in Surface Transportation Block Grant (STBG) Funds to the YMPO region each year. MAG, which has approximately 20 times more population than YMPO, receives approximately \$60 million in STBG funds each year.

POLICY: Until the YMPO region becomes classified as a Transportation Management Area and/or until the region implements some form of regional tax for transportation purposes, Yuma County will continue to have to rely on ADOT's discretionary process for transportation funds for large regional projects.

ACTION NEEDED:

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

PRIOR BOARD/COMMITTEE ACTIONS:

There have been no Board actions regarding this subject.

CONTACT PERSON:

Paul Ward, Executive Director, 928-783-8911

YMPO INFORMATION SUMMARY for Agenda Item 10

Transportation Performance Measures Update

DATE: December 3, 2020

SUBJECT: Transportation Performance Measures Update

SUMMARY:

FHWA defines Transportation Performance Management (TPM) as a strategic approach that uses system information to make investment and policy decisions to achieve national performance goals. The Fixing America's Surface Transportation (FAST) Act of 2015 is the current Federal legislation that guides surface transportation infrastructure planning and investments. The previous Act was the Moving Ahead for Progress in the 21st Century (MAP-21), from 2012.

MAP-21 included several provisions that collectively are being used to guide the Federal surface transportation program to focus on the achievement of performance outcomes. TPM performance management outcomes are grouped into six elements to implement the statutory requirements as follows: National Goals; Measures; Targets; Plans; Reports; and Accountability and Transparency. The National Goals are listed as: Safety; Infrastructure Condition; Congestion Reduction; System Reliability; Freight Movement and Economic Vitality; Environmental Sustainability; and Reduced Project Delivery Delays.

Each State has developed and submitted to the federal surface transportation agencies a series of performance measures and Metropolitan Planning Organizations (MPOs) have been given the opportunity to do the same. Most Arizona MPOs have decided to accept the same performance measures. YMPO reviewed the performance measures prepared by ADOT and the Technical Advisory Committee has recommended that we should adopt these performance measures as our own unless, and until, we are able to prepare our own regional performance measures. A letter was sent to ADOT in October, 2018, that agrees that the YMPO adopts the same performance measures that the State of Arizona is using.

Currently, ADOT has requested that the YMPO update performance measures that were adopted in October 2018 by the TAC and approved during the November 2018 Executive Board meeting. There are a few changes to realign to the ADOT measures that the YMPO has adopted. Changes for this update are in the following categories.

Performance Measure	2018 - Old	2020 - Updated
% of Interstate Pavements in Good Condition: 4-year Target:	48%	44%
% of Non-Interstate NHS Pavements in Good Condition: 2 and 4-year targets:	31%	28%
Freight Reliability on the Interstate System (Truck Travel Time Reliability Index):	2-year target - 1.21% 4-year target - 1.23%	2-year target 1.21% 4-year target 1.35%

All of the remaining 4-year performance targets are unchanged:

PUBLIC INPUT:

No public comments were made for this process.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: The process requires that MPOs either develop and adopt their own performance measures or adopt the State's. This requirement could affect the federal funds being allocated to the YMPO region if not enacted correctly.

POLICY: Federal guidelines require the MPO's adherence to federal laws, rules and regulations regarding the development of regional transportation policies, as part of our annual agreement with ADOT.

PRIOR BOARD/COMMITTEE ACTIONS:

At their deferred regular meeting on November 1, 2018, the Executive Board unanimously approved the MAP-21 Transportation Performance Measures, originally developed by ADOT.

MEMBERS ATTENDING:

- | | |
|--|--|
| Cecilia McCollough, Wellton, Chair | Lynne Pancrazi, Yuma Co., Member |
| * Jose Yopez, Somerton, Vice Chair | Martin Porchas, Yuma Co., Member |
| * J. Deal Begay, Jr., Cocopah Indian Tribe, Secretary/Treasurer, | * Karen Watts, Yuma. Member |
| Gary Knight, Yuma, Member | * Mike Jones for Paul Patane, ADOT, Member |
| Maria Ramos, San Luis, Member | * Jacob Miller, Yuma, Member |

* Members neither present nor represented by proxy.

** Member attended the telephone.

At their regularly scheduled meeting on November 12, 2020, the YMPO TAC unanimously recommended approval of the 2020 Updated MAP-21 Transportation Performance Measures, originally developed by ADOT, and approved by the Executive Board in 2018 and most recently changed by ADOT and submitted to YMPO for consideration:

MEMBERS ATTENDING:

Joe Grant, Wellton, Chairman,	Chris Young, Yuma County, Member.
Sam Palacios, Somerton, Vice-Chair	Jennifer Albers, Yuma, Member
* Paul Soto, Cocopah Tribe, Member,	Jeff Kramer, Yuma, Member
Mark Hoffman, ADOT, Member	Joshua Scott, Yuma County, Member
* Susan Cowey, Yuma, Member	Eulogio Vera, San Luis, Member

* Members neither present nor represented by proxy.
All members attended by GoToMeeting teleconference.

ACTION NEEDED:

This item is on the agenda for information, discussion, and possible action to ratify the changes in the Arizona Transportation Performance Measures as recommended by the YMPO TAC and as shown in the attached letter.

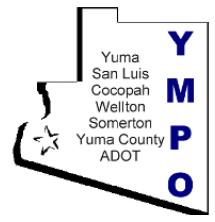
CONTACT PERSON:

Charles Gutierrez, Senior Planning Manager, 928-783-8911

Yuma Metropolitan Planning Organization

502 South Orange Avenue
Yuma, Arizona 85364
www.ympo.org

Phone: (928) 783-8911
Fax: (928) 329-1674



*Local Governments and
Citizens Working Together*

December 10, 2020

Mr. Thor Anderson
Performance/Asset Manager
Arizona Department of Transportation
2063 South 17th Avenue, Mail Drop 310B
Phoenix, Arizona 85007

Dear Mr. Anderson:

Subject: Adoption of Arizona's MAP-21 Performance Targets.

On May 20, 2018, the Arizona Department of Transportation (ADOT) formally established Performance Targets for the State of Arizona for 2018. These Performance Targets are based on the Performance Measures established by the Federal Highway Administration's (FHWA) Performance Management (PM) final ruling. The Yuma Metropolitan Planning Organization (YMPO) has adopted the Updated Performance Measures/Targets established for the region, at the YMPO Executive Board Meeting on December 10, 2020.

The Moving Ahead for Progress in the 21st Century Act of 2012 (MAP-21), identified the following national transportation system goal areas:

- ❖ Safety
- ❖ Infrastructure Conditions
- ❖ System Reliability
- ❖ Freight Movement & Economic Vitality
- ❖ Environmental Sustainability

Performance measures were established for each of these goals. State Departments of Transportation (DOTs) were required to establish performance targets for each measure. Metropolitan Planning Organizations (MPOs) must either support the State target for the performance measures that are applicable to their region or establish their own targets within 180 days of State target establishment. ADOT established safety performance targets in the Summer of 2017 and Arizona's MPOs supported these targets. ADOT has established targets for the remaining performance measures as shown below:

- ❖ Percent of National Highway System (NHS) Bridges Classified as in Good Condition based on deck are: 2 and 4-year targets – 52%
- ❖ Percent of NHS Bridges Classified in Poor Condition based on deck area: 2 and 4-year targets – 4%
- ❖ Percent of Interstate Pavements in Good Condition: 4-year target – 44%
- ❖ Percent of Interstate Pavements in Poor Condition: 4-year target – 2%
- ❖ Percent of Non-Interstate NHS Pavements in Good Condition: – 28%
- ❖ Percent of Non-Interstate NHS Pavement in Poor Condition: 2 and 4-year target – 6%
- ❖ Freight Reliability on the Interstate (Truck Travel Time Reliability Index): 1.35
- ❖ Interstate Travel Time Reliability (Percent of person-miles that have Reliable Travel Times on the Interstate): 2-year target 86%; 4-year target 85.8%
- ❖ Non-Interstate NHS Travel Time Reliability (Percent of person-miles that have Reliable Travel Times on the Non-Interstate NHS): 4-year target 74.9%
- ❖ Congestion Mitigation and Air Quality (CMAQ) Emissions Reductions (Kilograms per day)
 - Volatile Organic Compounds: 2-year target – 210; 4-year target – 385
 - Carbon Monoxide: 2-year target – 3,720; 4-year target – 6,985
 - Nitrogen Oxides: 2-year target – 418; 4-year target – 761
 - Particulate Matter (≤ 10 microns): 2-year target – 873; 4-year target – 1,399
 - Particulate Matter (≤ 2.5 microns): 2-year target – 69; 4-year target – 112

Yours Sincerely,

Paul D. Ward, P.E., Executive Director,
Yuma Metropolitan Planning Organization.

YMPO INFORMATION SUMMARY for Agenda Item 11

YMPO Executive Director's Annual Evaluation

DATE: December 2, 2020

SUBJECT: Executive Director's Annual Evaluation

SUMMARY:

During the past two years, Board members have expressed their preference to continue with the Subcommittee option used to evaluate the Director's performance during the previous calendar year. The Chairman appoints two members of the Executive Board (from agencies different to herself and to each other). Last year, Chairman J. Deal Begay (Cocopah Tribe) requested Councilmember Thomas (City of Yuma) and Vice-Mayor Cruz (City of San Luis) to form the Evaluation Subcommittee. The three members meet with the Director early in the month, review the Director's self-evaluation, and give their opinions, including any changes to the self-evaluation scores and written notes.

Subcommittee members then present the updated evaluation during the following month's Executive Board meeting (usually in Executive Session) during which members discuss their opinion of Mr. Ward's handling of YMPO operations. Subcommittee members are encouraged to provide their opinions of the Director's evaluation and to answer any questions from members. Members also have the opportunity to ask Mr. Ward direct questions, if they so desire. Mr. Ward has not requested that his evaluation be heard during Executive Session, but the actual review of Mr. Ward's performance and any questions usually occur during Executive Session, as members are freer to provide both positive and/or possibly critical comments during a closed session. Finally, members will also be requested to discuss any adjustments to the salary and/or benefits package as they see fit.

PUBLIC INPUT:

No members of the public have provided any input on this item.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: YMPO Staff usually receive their evaluations in December, similar to the Director, and adjustments to their salary and benefits packages are scheduled to be implemented as of the first pay period in January of each year. If an evaluation is delayed, any change to salary is backdated to the beginning of the calendar period.

POLICY: The Evaluation Subcommittee procedure is contained in the informal YMPO Administrative Policy Procedures Manual.

ACTION NEEDED:

Evaluation of Director's performance.

PRIOR BOARD/COMMITTEE ACTIONS:

There have been no actions taken regarding the Director's evaluation so far this year.

CONTACT PERSON:

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