A regular electronic meeting of the Executive Board (the Board) of the Yuma Metropolitan Planning Organization (YMPO) will be held on Thursday, January 28, 2021, 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. **Annual Declaration of Votes for Calendar Year 2021**
   Under YMPO By-Laws, the number of votes a voting member carries from his/her jurisdiction must be declared at the first meeting in January. There is only one agency that has more votes than members. The City of Yuma has five votes, but
only three members. Yuma County has two votes but has two members. All other agencies only have one member and one vote. It is presumed that all agencies, other than the City of Yuma, will operate on the basis of one member, one vote, so only action from the City of Yuma is anticipated.

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

4. **Welcome to New Members**
New members of the YMPO Executive Board will have the opportunity to introduce themselves.

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

5. **Title VI Declaration and Call to the Public.**
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 but 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.

6. **Consent Agenda.**
   A. **Approval of the December 10, 2020, (combined) Board Meeting Minutes.**
   B. **YMPO Income/Expenditure Report for November/December 2020.**
A copy of the draft minutes of the combined Regular Board meeting from December 10, 2020, and the combined Income and Expenditure Report for November and December 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 December 10, 2020, combined Board meeting, and/or to review, discuss, and acknowledge receipt of the combined November and December 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 6A and the Expenditure Reports as Item 6C.**

7. **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. YMPO Executive Director, Paul Ward, will present this item.

8. Calendar Year 2021 Election of Officers.
YMPO By-Laws indicate that Executive Board Officers will rotate positions, usually from Vice Chair to Chair and from Secretary/Treasurer to Vice Chair. The previous Vice Chair was Vice-Mayor Maria Cruz, from the City of San Luis, and she has been succeeded in that position by (recently appointed) Vice-Mayor Matias Rosales. As a result, the only decision to make is to elect a new Secretary/Treasurer. The By-Laws also require that, at any one time, the three (3) elected officers on the Executive Board must be from three (3) different jurisdictions; and at least one office shall be held by the City of Somerton, City of San Luis, the Town of Wellton, or the Cocopah Indian Tribe. Any modification to this requirement must be unanimously approved by the YMPO Executive Board.

This year the rotation seems to be reasonably well established, but this item has been placed on the agenda so that members may have the opportunity to express their views and discuss possible options, prior to the forthcoming election of officers, in February 2021. Although action is not needed, or anticipated, this item is open for action by members, as desired.

This item is on the agenda for information, discussion, and possible action for members regarding the usual rotation of Board Officers, as indicated in the YMPO By-Laws. No information summary is provided for this item.

9. Calendar Year 2021 Election of YMPO Subcommittee Members and Identification of Officials for Attending STB and RTAC meetings.
YMPO has three possible subcommittees:
(a) the first is to oversee the annual Audit process; and
(b) the second is to oversee any changes to YMPO By-Laws; and
(c) the third carries out a performance evaluation on the Executive Director; and

In addition, there are two Statewide Boards/Councils that need oversight:
(d) the Arizona State Transportation Board (AZSTB); and
(e) the Rural Transportation Advisory Council (RTAC).

YMPO generally appoints members (and alternates) to attend to represent the region. The Chair of the Audit Committee is the current YMPO General Secretary/Treasurer, but the other two members have not been identified for 2021. Members of the By-Laws Subcommittee are usually only selected IF there are any proposed changes to the By-Laws and the members of the Evaluation Subcommittee are selected solely by the Board Chair.
This agenda item is an advance notice that the three remaining elections/appointments will most likely occur during the Executive Board meeting on February 25, 2021, in conjunction with the previous agenda item, and no action is anticipated at this meeting. Although subcommittee members follow a nomination/election process, AZSTB and RTAC representatives are usually appointed by the YMPO Chair. Elections are only held if more than one member volunteers their services.

This item is on the agenda for information, discussion, and possible action regarding the appointment of members to oversee the AZSTB; the RTAC; and the three subcommittees. Mr. Ward will present this item and further information is provided in an Information Summary that is included as Item 9.

10. FY 2020-24 YMPO Transportation Improvement Program Amendment #3
The City of San Luis and ADOT are requesting a TIP Amendment to update the status of the Juan Sanchez Boulevard (also known as Cesar Chavez Boulevard) project. The summary will have more details on the amendment.

This item is on the agenda for information, discussion, and possible action to approve Amendment #3 to the FY 2020-2024 YMPO TIP, adding several phases of the City of San Luis’s project on Cesar Chavez Boulevard and making a few minor changes to other projects. Mr. Gutierrez will present this item and further information is provided in an Information Summary that is included as Item 10.

11. 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 comment only, at this stage. 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. Executive Director’s Evaluation
During the last Board meeting on December 10, 2020, members discussed the process for evaluating the performance of the Executive Director and decided to continue with the subcommittee option. Two members were identified during that meeting, Mayor Cecilia McColllum, and Vice Mayor Karen Watts, in addition to Chair Garcia, to form the Evaluation Subcommittee. The subcommittee reviewed
Mr. Ward’s self-evaluation on Thursday, January 21, 2020, and has provided their own comments and/or corrections. Chair Garcia will present this evaluation to the full YMPO Executive Board during Executive Session and a copy of the updated evaluation will be distributed to all members of the Board for their review.

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 12.

13. **EXECUTIVE SESSION**
   The Executive Board may vote to go into Executive Session during the noticed meeting concerning any of the agenda items mentioned above. If authorized by the requisite vote of the Board, the Executive Session will be held immediately after the vote and will NOT be open to the public. The Executive Session, if held, will be at the same meeting location set forth above. The discussion may relate to personnel, public records, confidential legal advice or counsel, litigation, real estate, or other matters permitted pursuant to A.R.S. §§ 38-431.03(A)(1)-(7). The Chair or other presiding officer shall instruct the persons present at the Executive Session regarding the confidentiality requirements of the Open Meeting Laws.

This item is on the agenda for information, discussion, and/or action. The Chairman will call for a motion to convene the YMPO Executive Session for the Evaluation of the Executive Director. Further information is included in the attached Information Summary Item 12.

14. **Reconvene to Public Meeting**
   This item on the agenda is for action to reconvene back to the YMPO Regular Meeting.

15. **Executive Director’s Evaluation - Open Discussion**
   This item is a follow up to the previous two agenda items. The Board will have the opportunity to discuss or comment on the Executive Director’s evaluation in open session.

   This item is on the agenda for information, discussion, and possible action regarding the Executive Director’s evaluation, to be held in open session. No further information is provided on this subject in addition to Item 12.
16. **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.*

17. **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.
E. Title VI requirements.

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

18. **Progress Reports.**

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

B. Dec 10 - YMPO LRTP telemeeting - City of Yuma (PW, CG)
C. Dec 10 - Nov/Dec EB telemeeting (PW, CG, CF).
D. Dec 10 - YMPO LRTP telemeeting - Yuma County (PW, CG).
E. Dec 11 - COGs/MPOs Planner’s telemeeting (CG, DM).
F. Dec 11 - COGs/MPOs Working Group telemeeting (PW, CG).
G. Dec 14 - ADEQ PM-10 Dust Controls telemeeting (PW).
H. Dec 14 - YMPO LRTP telemeeting - City of Somerton (PW, CG).
I. Dec 14 - Weekly regional ED panel (PW).
J. Dec 16 - YMPO LRTP telemeeting with City of San Luis.
K. Dec 16 - YMPO LRTP telemeeting with ADOT.
L. Dec 17 - ADEQ PM-10 Dust Controls telemeeting (PW, CG).
M. Dec 18 - AZSTB telemeeting.
N. Dec 21 - Weekly regional ED panel (PW).
O. Dec 22 - Meet with Pat Walker (PW, CG).
P. Dec 22 - YMPO LRTP biweekly telemeeting (PW, CG).
Q. Dec 22 - Telemeeting with Vice-Mayor Matias Rosales (PW, CF).
R. Jan 4 - Staff meeting (All).
S. Jan 5 - Yuma County Bicycle Task Force telemeeting (PW, CG).
T. Jan 5 - YCIPTA/YMPO SRTP telemeeting (PW).
U. Jan 5 - YMPO LRTP biweekly telemeeting (PW, CG).
V. Jan 9 - Mike Jones (Co-workers Viewing).
W. Jan 11 - ADOT/YMPO Coordination telemeeting.
X. Jan 13 - New office meeting with YC IT staff (PW, CG).
Z. Jan 15 - AZSTB telemeeting (PW).
AA. Jan 19 - Yuma County Bicycle Task Force telemeeting (PW, CG).
BB. Jan 19 - FHWA PEL Virtual Workshop (DM research).
CC. Jan 19 - YMPO LRTP biweekly telemeeting (PW, CG).
DD. Jan 20 - YCIPTA/YMPO SRTP telemeeting (PW).
EE. Jan 20 - ADOT TAMP Local Workshop telemeeting (PW, CG).
FF. Jan 21 - FHWA PEL Virtual Workshop (DM research).
GG. Jan 21 - ADOT Pedestrians Area Emphasis telemeeting (DM).

19. 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
All future meetings will be held at the NEW YMPO office at 230 West Morrison Street, Yuma, Arizona 85364. However, although members MAY participate in person, members may also participate electronically, by computer and/or telephone (or both), using the GoToMeeting portal. The next two meetings will occur on Thursday, February 25, 2021, and Thursday, March 25, 2021.
EXECUTIVE BOARD
REGULAR MEETING MINUTES

Local Governments & Citizens Working Together

Executive Board
Regular Meeting
Thursday, December 10, 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 Executive Assistant/Accountant II, Crystal Figueroa, called the roll as follows:

   YMPO Executive Board Members Present:
   Chair            Martha Garcia, Vice-Mayor, City of Somerton*
   Secretary/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, ADOT Southwest District Engineer *
   Member           Lynne Pancrazi, Board of Supervisors, Yuma County *
   Member           Karen Watts, Deputy Mayor, City of Yuma *

   ^ Members attended in person.
   * Participated by teleconference.

   YMPO Executive Board Members Absent:
   Vice-Chair        Matias Rosales, Vice-Mayor, City of San Luis
   Member            Chris Morris, Councilmember, City of Yuma
   Member            Vacant, Cocopah Indian Tribe

   As five, 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
Additional Attendees: There were no additional attendees.

Declaration of Votes:
Councilmember Knight announced that he held a proxy for Councilmember Chris Morris. He declared a total of three votes for himself, in addition to Deputy Mayor Watts’s allocated two votes, for 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, read the YMPO Title VI obligations. No members of the public addressed the Board.

4. Consent Agenda
A. Approval of the October 29, 2020, Board Meeting Minutes
   Approval of the November 24, 2020, Special Board Meeting Minutes

MOTION: Councilmember Gary Knight moved approve the consent agenda, as presented. Supervisor Pancrazi seconded, and the motion was unanimously approved.

6. FYs 2022 and 2023 YMPO Unified Planning Work Program (UPWP)
Ms. Figueroa informed the Board that the current first two-year UPWP for FYs 2020 and 2021 was initially approved on May 16, 2019, but this would end by June 30, 2021. She informed members that YMPO staff were starting the development process for the next two-year work program, for FYs 2022 and 2023, in conformance with fiscal constraint and anticipated budget approval of one year at a time. A detailed review by ADOT and the Federal Transportation agencies would also be part of the review process.

Ms. Figueroa provided a summary of the on-going studies that will complete during the next UPWP and listed some other studies that are being considered to commence. These include the Rail/Heavy Freight Corridor Study, the Intelligent Transportation Systems (ITS) Study, and the Origin/Destination Study (centering on Ports of Entry I and, to a lesser degree, possibly II). She also mentioned a possible Design Concept Report Update for US-95, studies regarding Corridor Border Infrastructure projects, Roads of Regional Significance, and a Phase 2 of the Pavement Management System.

Paul Ward, YMPO Executive Director, reported that, during a future Board meeting, he would present outlines of these possible studies that describe what the studies entail, and their probable costs, together with any feedback responses from the Technical Advisory Committee (TAC). Both Mr. Ward and Ms. Figueroa encouraged Board members to provide comments either to staff or through TAC members for the forthcoming Work Program.
5. **New Office for YMPO**
Mr. Ward updated the Board on ongoing activities for the new office. These included development of the scope of work for contractual services, tentative construction during December and January, a projected move-in date of mid to late February, and a two-month lease extension at the current property. He mentioned eventually setting a date for the ribbon-cutting event.

7. **Entity Dues to Member Agencies**
Ms. Figueroa informed members that, during March of 2020, a preliminary assessment for entity dues was mailed to member agencies using projected numbers for planning purposes. She updated members that final entity dues had been assessed, and included the changes made as part of Amendment #4 to the FY 2020-21 YMPO UPWP, that was approved on October 29, 2020.

She reported that the projected dues had significantly decreased for FY 2021 from $80,400 to $46,900, primarily due to two factors. The CARES Act funding, as part of the COVID-19 relief measures enacted during 2020, had provided Federal Transit Administration (FTA) 5310 (Mobility Management) funds at a zero-local match, instead of the expected 20% match. In addition, some anticipated FTA 5305e (Transportation Planning) funds, with an anticipated 20% match, were replaced by regional Surface Transportation Block Grant (STBG) funds at a 5.7% match. These factors account for a decrease of approximately $34,000. Ms. Figueroa cautioned members that FY 2020 was an unusual year and is reflected in the numbers.

Mr. Ward mentioned that there is an anomaly for the cash match compared to prior years and asked the Board if they wanted to weigh in on how much money YMPO should be charging member agencies. He asked whether they want to be charged what the numbers reflect, as the lower amount, bearing in mind that, next year, the amount that is most likely to be charged will increase back to the average for the past five years, between $80,000 to $85,000.

Councilmember Knight commented that, due to COVID-19, all member agency budgets have taken a significant hit. He believes that if YMPO can assess a one-time reduction of fees, it would help member agencies - with the clear understanding that it will (most likely) increase back to the average the following year. The Chair agreed with Mr. Knight and there appeared to be general support for a one-time decrease in dues, with a likely to average amounts the following year.

MOTION: Supervisor Pancrazi moved to approve the lower, calculated, amount of local match required for FY 2021. Councilmember Knight seconded, and the motion was unanimously approved.
Note: Chair departed the meeting at 1:54 p.m. Councilmember Knight chaired the rest of the Board meeting.

8. Tentative Schedules for Calendar Year 2021 Executive Board and Technical Advisory Committee Meetings.
Mr. Ward informed the Board of prior hosting meeting locations of the Technical Advisory Committee and Executive Board meetings. Due to COVID-19, meetings since March 2020 have been held by web-based videoconferences. Looking ahead, Mr. Ward asked Board members that, after COVID-19 restrictions are over AND the YMPO new office is ready to hold meetings in-house, would members like to use the YMPO new facility more often.

Supervisor Pancrazi opined that all meetings should be held at the new YMPO office location, once it has the capability to do so. The Chair agreed to the idea of hosting meetings at the new location and mentioned that if, under special circumstances, a meeting needs to be held at a member’s location, it could be arranged. He expressed his excitement that YMPO finally has an office where enough parking is available to hold meetings.

MOTION: Supervisor Pancrazi moved to approve all meetings to be held at the new YMPO office location, when appropriate. Deputy Mayor Watts seconded, and the motion was unanimously approved.

9. FY 2021-2025 ADOT Transportation Facilities Construction Program
Mr. Ward requested the item to be deferred to next month.

10. Transportation Performance Measures
Mr. Gutierrez informed the Board of the established defined FHWA Transportation Performance Measures (TPM) and provided prior historical legislation that guides surface transportation infrastructure planning and investments. He mentioned that YMPO has followed what the State has developed and ADOT has requested that the YMPO update performance measures that were adopted in October of 2018 by the TAC and approved during the November 2018 Executive Board meeting. Mr. Gutierrez reviewed percent performance measures to be updated in three areas. He mentioned the recommendation from the TAC was to approve the requested letter to submit updates to the State of Arizona.

MOTION: Deputy Mayor Watts moved to ratify the changes in the Arizona Transportation Performance Measures as recommended by the YMPO TAC and approve the letter. Supervisor Pancrazi seconded, and the motion was unanimously approved.
11. **Executive Director's Evaluation**

Mr. Ward reviewed the Director's performance evaluation guidelines and mentioned that the Chair usually selects two Executive Board members, from agencies different from herself, and each other, to form an Evaluation Subcommittee. He said that last year, for example, 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.

He reported that the Subcommittee meets and reviews his self-evaluation (and scores), then gives their comments on, and discusses his performance during the previous year. They then present their updated evaluation during the following month’s Board meeting (usually in Executive Session). At this point, Board members will have the opportunity to discuss their opinion of Mr. Ward’s handling of YMPO day-to-day operations. Subcommittee members are encouraged to provide their opinion on the Executive Director’s evaluation and answer any questions from members.

In the absence of Chair Garcia, Chair Knight invited volunteers to serve as part of the Director’s Evaluation Performance Subcommittee. Mayor Cecilia McCollough and Deputy Mayor Karen Watts volunteered. Mr. Ward thanked the volunteers and agreed to provide the two names to Chair Garcia to arrange a performance evaluation Subcommittee meeting.

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

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.
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.
L. Nov 16 - STSP Safety Related Data Emphasis Area telemeeting (PW).
M. Nov 16 - FHWA EDC 5 STEP Initiative telemeeting (PW).
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).
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).
16. **Adjournment.**

There being no further business to discuss, the meeting was adjourned at 2:15 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. For information regarding rights and provisions of the ADA or Section 504, or to request reasonable accommodations for participation in YMPO programs, activities, or services, contact Paul Ward at 928-783-8911.

**Anticipated Future 2021 Meeting Locations**

The following meetings **MAY** be held electronically, depending on the COVID-19 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.

**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 January 28, 2021

____________________________  ______________________________

Paul D. Ward, P.E., Executive Director  Vice-Mayor Martha Garcia, Chair
Yuma Metropolitan Planning Organization  YMPO Executive Board
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<td>4055 · 5310 Funds</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4053 · CARES Act MM</td>
<td>0.00</td>
<td>0.00</td>
<td>72,902.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>4055 · 5310 Funds - Other</td>
<td>0.00</td>
<td>20,651.85</td>
<td>62,652.00</td>
<td>32.96%</td>
</tr>
<tr>
<td><strong>Total 4055 · 5310 Funds</strong></td>
<td>0.00</td>
<td>20,651.85</td>
<td>135,554.00</td>
<td>15.24%</td>
</tr>
<tr>
<td>4200 · YMPO UPWP Dues</td>
<td>46,923.52</td>
<td>46,923.52</td>
<td>80,623.69</td>
<td>100.0%</td>
</tr>
<tr>
<td>4400 · Interest Income</td>
<td>984.48</td>
<td>6,302.15</td>
<td>31,000.00</td>
<td>20.33%</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>258,604.80</td>
<td>365,843.58</td>
<td>1,518,197.69</td>
<td>24.1%</td>
</tr>
<tr>
<td><strong>Expense</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5110 · Payroll Expenses</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5111 · Fringe Benefits</td>
<td>4,753.24</td>
<td>12,889.38</td>
<td>29,802.00</td>
<td>43.25%</td>
</tr>
<tr>
<td>5112 · Part Time Staff-Salaries</td>
<td>0.00</td>
<td>3,642.32</td>
<td>9,092.00</td>
<td>40.06%</td>
</tr>
<tr>
<td>5113 · Full Time Staff-Salaries</td>
<td>5,674.57</td>
<td>20,277.42</td>
<td>67,750.00</td>
<td>31.13%</td>
</tr>
<tr>
<td><strong>Total 5112 · Part Time Staff-Salaries</strong></td>
<td>5,674.57</td>
<td>23,919.74</td>
<td>76,842.00</td>
<td>31.13%</td>
</tr>
<tr>
<td>5115 · Health Insurance-ER Portion</td>
<td>8,940.00</td>
<td>26,820.00</td>
<td>53,640.00</td>
<td>50.0%</td>
</tr>
<tr>
<td>5116 · ASRS</td>
<td>7,211.85</td>
<td>18,587.55</td>
<td>38,542.00</td>
<td>58.23%</td>
</tr>
<tr>
<td>5117 · Workman’s Comp Insurance</td>
<td>257.00</td>
<td>1,281.25</td>
<td>1,089.00</td>
<td>117.65%</td>
</tr>
<tr>
<td>5118 · FUTA Payroll Expense</td>
<td>8.55</td>
<td>92.23</td>
<td>546.00</td>
<td>87.11%</td>
</tr>
<tr>
<td>5120 · Life Insurance</td>
<td>242.86</td>
<td>850.01</td>
<td>1,560.00</td>
<td>54.49%</td>
</tr>
<tr>
<td><strong>Total 5110 · Payroll Expenses</strong></td>
<td>83,732.91</td>
<td>229,450.97</td>
<td>497,697.00</td>
<td>48.1%</td>
</tr>
<tr>
<td>5123 · Consulting Services</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5134 · Contractual-Local</td>
<td>0.00</td>
<td>1,294.82</td>
<td>39,824.53</td>
<td>3.25%</td>
</tr>
<tr>
<td>5123 · Consulting Services - Other</td>
<td>73,170.42</td>
<td>184,988.89</td>
<td>715,383.00</td>
<td>25.86%</td>
</tr>
<tr>
<td><strong>Total 5123 · Consulting Services</strong></td>
<td>73,170.42</td>
<td>186,283.71</td>
<td>755,207.53</td>
<td>24.67%</td>
</tr>
<tr>
<td>5124 · Staff Training/Education</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5127 · Staff Training/Edu Reimb-Local</td>
<td>0.00</td>
<td>0.00</td>
<td>6,000.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>5124 · Staff Training/Education - Other</td>
<td>1,920.00</td>
<td>3,114.00</td>
<td>4,000.00</td>
<td>77.85%</td>
</tr>
<tr>
<td><strong>Total 5124 · Staff Training/Education</strong></td>
<td>1,920.00</td>
<td>3,114.00</td>
<td>10,000.00</td>
<td>31.14%</td>
</tr>
<tr>
<td>5125 · Audit Services</td>
<td>0.00</td>
<td>0.00</td>
<td>22,000.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>5126 · Payroll Processing Fees</td>
<td>809.07</td>
<td>1,817.72</td>
<td>4,500.00</td>
<td>40.39%</td>
</tr>
<tr>
<td>5128 · Accounting Services</td>
<td>0.00</td>
<td>0.00</td>
<td>25,000.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>5129 · Public Participation</td>
<td>0.00</td>
<td>0.00</td>
<td>1,000.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>5131 · Data Process, Software, Hardware</td>
<td>0.00</td>
<td>3,446.04</td>
<td>8,000.00</td>
<td>43.08%</td>
</tr>
<tr>
<td>5132 · Furniture and Equipment</td>
<td>1,443.94</td>
<td>1,644.11</td>
<td>6,000.00</td>
<td>27.4%</td>
</tr>
<tr>
<td>5140 · Legal</td>
<td>150.00</td>
<td>6,533.25</td>
<td>7,500.00</td>
<td>87.11%</td>
</tr>
<tr>
<td>5150 · IT Support</td>
<td>0.00</td>
<td>0.00</td>
<td>1,000.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>5151 · Building, Contents Insurance</td>
<td>4,812.85</td>
<td>5,503.77</td>
<td>6,000.00</td>
<td>91.73%</td>
</tr>
<tr>
<td>5152 · Equipment Maintenance</td>
<td>92.01</td>
<td>267.75</td>
<td>1,300.00</td>
<td>20.6%</td>
</tr>
</tbody>
</table>
## Yuma Metropolitan Planning Organization

### Revenue & Expense Budget Performance

**November through December 2020**

<table>
<thead>
<tr>
<th>Account Code</th>
<th>Description</th>
<th>Nov - Dec 20</th>
<th>Jul - Dec 20</th>
<th>YTD Budget</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>5153</td>
<td>Office Supplies</td>
<td>234.88</td>
<td>850.04</td>
<td>3,000.00</td>
<td>28.34%</td>
</tr>
<tr>
<td>5154</td>
<td>Postage</td>
<td>0.00</td>
<td>0.00</td>
<td>500.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>5155</td>
<td>Printing</td>
<td>194.19</td>
<td>379.59</td>
<td>800.00</td>
<td>47.45%</td>
</tr>
<tr>
<td>5157</td>
<td>Publications, Subscriptions</td>
<td>0.00</td>
<td>310.88</td>
<td>600.00</td>
<td>51.81%</td>
</tr>
<tr>
<td>5158</td>
<td>Registration Fees</td>
<td>0.00</td>
<td>0.00</td>
<td>6,000.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>5159</td>
<td>Special Meetings</td>
<td>0.00</td>
<td>0.00</td>
<td>4,000.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>5160</td>
<td>Telecommunications</td>
<td>3,792.52</td>
<td>8,236.69</td>
<td>12,000.00</td>
<td>68.64%</td>
</tr>
<tr>
<td>5162</td>
<td>Vehicle Insurance</td>
<td>0.00</td>
<td>5,459.27</td>
<td>5,000.00</td>
<td>109.19%</td>
</tr>
<tr>
<td>5163</td>
<td>Vehicle Maint., Repairs, Parts</td>
<td>141.57</td>
<td>148.57</td>
<td>2,500.00</td>
<td>5.94%</td>
</tr>
<tr>
<td>5164</td>
<td>YMPO Memberships &amp; Dues</td>
<td>529.00</td>
<td>1,758.25</td>
<td>3,500.00</td>
<td>50.24%</td>
</tr>
<tr>
<td>5165</td>
<td>Finance Charges and Interest</td>
<td>7.00</td>
<td>21.00</td>
<td>250.00</td>
<td>8.4%</td>
</tr>
<tr>
<td>5166</td>
<td>Website Maintenance</td>
<td>0.00</td>
<td>211.00</td>
<td>1,500.00</td>
<td>14.07%</td>
</tr>
<tr>
<td>5167</td>
<td>Miscellaneous Consumables</td>
<td>52.84</td>
<td>116.80</td>
<td>2,000.00</td>
<td>5.84%</td>
</tr>
<tr>
<td>5169</td>
<td>Miscellaneous-Expense</td>
<td>1,192.35</td>
<td>4,310.50</td>
<td>4,000.00</td>
<td>107.76%</td>
</tr>
<tr>
<td>5171</td>
<td>Alarm System</td>
<td>0.00</td>
<td>186.00</td>
<td>1,000.00</td>
<td>18.6%</td>
</tr>
<tr>
<td>5172</td>
<td>Lease</td>
<td>1,830.60</td>
<td>10,983.60</td>
<td>24,000.00</td>
<td>45.77%</td>
</tr>
<tr>
<td>5173</td>
<td>Electric Bill</td>
<td>891.97</td>
<td>2,546.12</td>
<td>7,500.00</td>
<td>33.95%</td>
</tr>
<tr>
<td>5174</td>
<td>Grounds Maintenance</td>
<td>150.00</td>
<td>808.00</td>
<td>2,700.00</td>
<td>29.93%</td>
</tr>
<tr>
<td>5175</td>
<td>Janitorial</td>
<td>0.00</td>
<td>750.00</td>
<td>4,500.00</td>
<td>16.67%</td>
</tr>
<tr>
<td>5179</td>
<td>Office Building Repairs</td>
<td>96.00</td>
<td>281.14</td>
<td>1,500.00</td>
<td>18.74%</td>
</tr>
<tr>
<td>5181</td>
<td>Pest Control</td>
<td>96.00</td>
<td>192.00</td>
<td>500.00</td>
<td>38.4%</td>
</tr>
<tr>
<td>5179</td>
<td>Office Building Repairs - Other</td>
<td>0.00</td>
<td>89.14</td>
<td>1,000.00</td>
<td>8.91%</td>
</tr>
<tr>
<td>5182</td>
<td>Sewer &amp; Water</td>
<td>474.34</td>
<td>881.30</td>
<td>1,300.00</td>
<td>67.79%</td>
</tr>
<tr>
<td>5190</td>
<td>Travel - Local &amp; Outside County</td>
<td>69.64</td>
<td>116.75</td>
<td>20,000.00</td>
<td>0.58%</td>
</tr>
<tr>
<td>5191</td>
<td>T530- Traffic Count Fuel</td>
<td>150.00</td>
<td>2,904.72</td>
<td>4,635.00</td>
<td>62.67%</td>
</tr>
<tr>
<td>5630</td>
<td>T530 Traffic Count Equipment</td>
<td>1,977.83</td>
<td>3,081.71</td>
<td>5,819.00</td>
<td>52.96%</td>
</tr>
<tr>
<td>5631</td>
<td>T530-Local COY Materials</td>
<td>0.00</td>
<td>0.00</td>
<td>1,244.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>5630</td>
<td>T530 Traffic Count Equipment - Other</td>
<td>0.00</td>
<td>1,977.83</td>
<td>5,819.00</td>
<td>52.96%</td>
</tr>
<tr>
<td>Total 5630</td>
<td>T530 Traffic Count Equipment</td>
<td>1,977.83</td>
<td>3,081.71</td>
<td>5,819.00</td>
<td>52.96%</td>
</tr>
</tbody>
</table>

### Total Expense

- **Total Expense**: $177,915.93
- **Net Ordinary Income**: $80,688.87
- **Other Income/Expense**: $15,325.13
- **Net Other Income**: $0.00
- **Net Income**: $96,013.97

### Summary

- **Total 10000 - Wells Fargo - YMPO General Account**: $152,493.35
- **Total 10009 - Wells Fargo - YMPO Payroll Account**: $35,746.89
- **Total 10100 - Yuma County Treasurer - YMPO Account**: $980,969.91
- **Total Other Expense**: $15,325.13
- **Total Other Income**: $15,325.13
- **Net Other Income**: $0.00
- **Net Income**: $80,688.87

**Page 2 of 2**
YMPO INFORMATION SUMMARY for Agenda Item #9
YMPO Subcommittee Members and Other Representatives for 2021.

DATE: January 20, 2021.

SUBJECT: YMPO Subcommittee Members and Other Representatives for CY 2021.

SUMMARY: YMPO has three subcommittees, one to oversee the annual Audit process, a second to oversee any changes to YMPO By-Laws, and a third to evaluate the Executive Director.

The Audit Committee is required under YMPO By-Laws, consists of three members of the Executive Board and is chaired by the elected YMPO Secretary/Treasurer. There are no restrictions on which agencies the members need to come from, and there are no stated term limits for members. The main role for the Audit Committee is to review the Annual Audit (also required under YMPO By-Laws) and report to the Executive Board. As stated, the Secretary/Treasurer is the Chair of the Committee, so only two additional members need to be identified.

The By-Laws Committee is not called-out in YMPO By-Laws, but such a Committee has been utilized in the past to review proposed changes to the By-Laws, on an as-needed basis, and report back to the Executive Board with recommendations. Due to limited need for such a Committee, composition of the By-Laws Committee is decided on a case-by-case, as needed, basis. It is likely that an update to YMPO By-Laws will occur this year to make some minor, mainly format-oriented changes. Regardless, the Board may decide to wait before deciding on candidates.

The Executive Director Evaluation Committee is also not called-out in YMPO By-Laws but is referred to as part of the YMPO Policies and Procedures Manual. In particular, under Chapter II - Employment Structure and Compensation; Subchapter A - YMPO Staff; Section ii - Performance Reviews, calls for a subcommittee of three Board Members, from different agencies, one of whom will be the current Chair. This subcommittee meets with the Executive Director, to discuss the Director’s performance and will present a report to the full Executive Board for action.

In addition to the above subcommittees, there are two Statewide Boards/Councils, the Arizona State Transportation Board (AZSTB) and the Rural Transportation Advisory Council (RTAC). YMPO customarily appoints members (and alternates) to attend these, to represent the region. This agenda item is an advance notice that these appointments will most likely occur during the Executive Board meeting on February 25, 2021, in conjunction with the previous agenda item, and no action is anticipated at this meeting. Although subcommittee members are usually nominated and then elected, AZSTB and RTAC representatives are usually appointed by the YMPO Chair, although elections may be held if more than one member volunteers their services.
The Arizona State Transportation Board (AZSTB): The AZSTB comprises appointed officials from six districts around the State. These officials serve six-year terms, are appointed by the Governor and are confirmed by the State Senate. The AZSTB holds approximately 12-15 meetings each year throughout the State, including two/three study sessions. District 6 comprises La Paz, Mohave, Yavapai, and Yuma Counties, and the current AZSTB District 6 member is City of Yuma Councilmember Gary Knight.

As indicated, the official position for District 6 represents four Counties, so YMPO MAY identify a representative, and an alternate, who have expressed an interest in attending some of the AZSTB meetings to specifically lobby the AZSTB on behalf of the Yuma region’s needs, in addition to Councilmember Knight.

Rural Transportation Advisory Council (RTAC): In the mid-90s, when the Casa Grande Resolves were being developed and implemented (benefitting mainly the substantially urban Maricopa and Pima Counties) a group of predominantly rural Arizona Counties decided to form a separate group to look after the transportation interests of the rural areas, which covers the majority of the area of the State. That agency is the RTAC. A coordinator was appointed, whose main role is to track mainly transportation legislation, at both the Federal and State levels. This position is administered through the Northern Arizona Council of Governments (NACOG) and is funded by all the rural Councils of Government and the Metropolitan Planning Organizations, excluding the Maricopa and Pima Association of Governments (MAG and PAG). Funding is split on a population basis, and YMPO currently pays just over $20,000, each year, to fund this effort. The current Coordinator is Kevin Adam. YMPO is a full, voting, member of the RTAC and usually appoints an official representative, plus an alternate.

PUBLIC INPUT: No public comments have made on this subject to date.

TECHNICAL & POLICY IMPLICATIONS:
TECHNICAL: As Councilmember Knight is already a member of the STB (and has attended all of the meeting to date), the appointed STB member and the alternate usually only attend STB meetings during the Rural Transportation Summit and if the STB meets in Yuma. Representatives on the RTAC and the STB are usually selected from volunteers.

POLICY: Under the current By-Laws the newly elected Secretary-Treasurer becomes the Chair of the Audit Subcommittee.

ACTION NEEDED:
Action to appoint YMPO representatives to the AZSTB, the RTAC and the three subcommittees usually occurs during the February meeting, but could happen during the current meeting if sufficient members are present and volunteers are forthcoming.

PRIOR BOARD/COMMITTEE ACTIONS:
RTAC Oversight: YMPO Vice-Chair Maria Cruz was selected to remain as the RTAC primary member and Mayor Cecilia McCollough remained as the alternate.
AZSTB Oversight: Councilmember Chris Morris was selected as the YMPO primary representative for attending AZSTB meetings and Deputy Mayor Watts was the alternate. During CY 2020, almost all of the meetings were virtual (due to COVID-19) and Councilmember Gary Knight, being the official District 6 AZSTB Board Member attended ALL of the AZSTB meetings. As a result, no additional oversight was needed.

The Audit Subcommittee: Secretary/Treasurer Martin Porchas was Chairman, with Mayor Cecilia McCollough and Supervisor Lynne Pancrazi as members.

By-Laws Subcommittee: As there were no changes to the By-Laws anticipated, no members of the By-Laws subcommittee were nominated.

Director Evaluation Subcommittee: CY 2019 was headed by Chairman Begay, with Mayor McCollough and Councilmember Ed Thomas as the members. For CY 2020, Chair Garcia heads the team with Mayor McCollough and Deputy Mayor Watts as the members.

CONTACT PERSON:
Paul Ward, Executive Director, 928-783-8911
DATE: January 20, 2021

SUBJECT: FY 2020-2024 YMPO Transportation Improvement Program, Amendment #3.

SUMMARY:
In 2012, the City of San Luis received Federal Coordinated Border Infrastructure (CBI) funding for the then-named Juan Sanchez Boulevard project. This effort started the design concept and NEPA phases of the project, but future year’s funding was not provided by the Federal authorities. Since that time, the City of San Luis changed the name of the roadway to Cesar Chavez Boulevard.

ADOT, in conjunction with the City of San Luis, have overseen the Project Assessment (scoping) process up to a 30% design level (similar to a design concept report, or DCR) and have approved an environmental clearance to allow the project to move forward. In October, 2020, ADOT identified that CBI funds remained allocated to the Juan Sanchez (Cesar Chavez) Boulevard project and requested YMPO to process a TIP Amendment to allow the City to authorize the funds to obtain right-of-way and/or to advance the design phase beyond the 30% stage, along the Juan Sanchez (Cesar Chavez) Boulevard corridor. A detailed spreadsheet with the progress as defined by ADOT and the City is shown as an attachment to this Summary. It shows past, requested current, and future progress with an anticipated time for each stage.

The request for FY 2021 is to expend the $458,000 Cross Border infrastructure (CBI) funds in Right of Way for 2021 and add the 10th Ave and 6th Ave projects to the TIP as locally funded projects, as shown in Table One, below:

<table>
<thead>
<tr>
<th>TIP ID</th>
<th>FY</th>
<th>Project Location</th>
<th>Description</th>
<th>Federal</th>
<th>Local</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>SAN-12-RW</td>
<td>2021</td>
<td>Juan Sanchez Blvd: US 95 to Ave E 1/2 ROW</td>
<td>Acquire ROW</td>
<td>$458,000</td>
<td>$26,106</td>
<td>$484,106</td>
</tr>
<tr>
<td>SAN-12-08</td>
<td>2021</td>
<td>Juan Sanchez Blvd: at 4th Avenue</td>
<td>Intersection improvements</td>
<td>$0</td>
<td>$900,000</td>
<td>$900,000</td>
</tr>
<tr>
<td>SAN-12-09</td>
<td>2021</td>
<td>Juan Sanchez Blvd: at 10th Avenue</td>
<td>Intersection improvements</td>
<td>$0</td>
<td>$500,000</td>
<td>$500,000</td>
</tr>
<tr>
<td>SAN-12-10</td>
<td>2022</td>
<td>Juan Sanchez Blvd: at 6th Avenue</td>
<td>Intersection improvements</td>
<td>$0</td>
<td>$400,000</td>
<td>$400,000</td>
</tr>
</tbody>
</table>

There are other projects laid out in the attached detailed Table but, in cooperation with the City of San Luis, those projects will be introduced to the TIP in future years, as funding availability is confirmed.
The TIP currently contains several Federally funded Highway Safety Improvement Program (HSIP) projects in FYs 2023 and 2024. The design phases for two City of Yuma FY 2024 projects were omitted from the original TIP and these are being added to FY 2023 as shown in Table Two:

<table>
<thead>
<tr>
<th>TIP ID</th>
<th>FY</th>
<th>Project Location</th>
<th>Description</th>
<th>Federal</th>
<th>Local</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>YMPO-23-08</td>
<td>2023</td>
<td>3 Street Locations in City of Yuma</td>
<td>Design Yuma Flashing Yellow Arrow Signals</td>
<td>$162,750</td>
<td>$0</td>
<td>$162,750</td>
</tr>
<tr>
<td>YMPO-23-09</td>
<td>2023</td>
<td>5 Street Locations in City of Yuma</td>
<td>Design Upgrade Striping to 6&quot; Wide</td>
<td>$136,500</td>
<td>$0</td>
<td>$136,500</td>
</tr>
</tbody>
</table>

Some HSIP projects are allowed to be programmed at 100% federal funds with no local match.

PUBLIC INPUT:
No comments currently received.

TECHNICAL & POLICY IMPLICATIONS:
TECHNICAL: Projects need to be described in sufficient scope and with sufficient information to be accepted for inclusion in the Metropolitan TIP and then the State TIP.

POLICY: Codes of Federal Regulations (CFR) require that Federally funded projects need to be included in the TIP prior to being authorized.

ACTION NEEDED:
This is on the agenda for information, discussion and possible action to approve Amendment #3 to the FY 2020-2024 YMPO TIP, to include the projects shown on the table shown in the attached Tables One and Two.

CONTACT PERSON:
Charles A. Gutierrez, Senior Planning/Mobility Manager, 928-783-8911
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**Fed Total** 2024: $5,064,477

**Totals** 2024: $5,297,422
YMPO INFORMATION SUMMARY for Agenda Item 11
FY 2021-2025 ADOT Transportation Facilities Construction Program

DATE: January 20, 2021.

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 NOT increased, but has stayed the same, per gallon of fuel.

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 is 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 largesse 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 12.
YMPO Executive Director’s Annual Evaluation.

DATE: January 21, 2021

SUBJECT: Executive Director's Annual Evaluation.

SUMMARY:
During the last YMPO Executive Board meeting, on December 10, 2020, members discussed the process for evaluating the performance of the Executive Director and decided to continue with the subcommittee option. Two members were identified during that meeting, Mayor Cecilia McCollough, and Vice-Mayor Karen Watts, in addition to Chair Garcia, to form the Evaluation Subcommittee.

The subcommittee met on Thursday, January 21, 2020, interviewed Mr. Ward and provided their own comments and/or corrections to his self-evaluation. Chair Garcia will report the results of this review to the full YMPO Executive Board during Executive Session and a copy of the updated evaluation will be distributed to all members of the Board for their review, prior to the meeting, by separate email.

The Evaluation Subcommittee will be encouraged to provide their recommendations regarding the Director’s performance and to answer any questions from members. Mr. Ward will have the opportunity to respond to the Executive Board either in a closed Executive Session and/or in open public forum. In the same timeframe, members will also have the opportunity to ask Mr. Ward direct questions, if they so desire. Finally, members may also decide to discuss any adjustments to 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: The procedure for evaluating the Executive Director is already substantially followed, but members may certainly approve changes to the process as their experience and desires dictate.


ACTION NEEDED:
This item is on the agenda for information, discussion, and possible action for evaluating the Director’s performance.

PRIOR BOARD/COMMITTEE ACTIONS:
At their meetings on January 21, 2019, the Board considered and delivered their evaluation of Mr. Ward's performance.
MEMBERS ATTENDING (January 31, 2019):

Cecilia McCollough, Wellton, Chairman
Gary Knight, City of Yuma, Vice Chair
Maria Ramos, San Luis, Member
Paul Patane, ADOT, Member
Lynne Pancrazi, Yuma Co., Member
Martin Porchas, Yuma Co., Member

* J. Deal Begay, Jr., Cocopah Indian Tribe, Treasurer
^ Jacob Miller, Yuma, Member
* Miguel Villalpando, Somerton, Member
* Karen Watts, City of Yuma, Member

* Members neither present nor represented by proxy.
^ Members not present but represented by proxy.

CONTACT PERSON:
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