

**TECHNICAL ADVISORY  
COMMITTEE  
REGULAR MEETING AGENDA**

*Local Governments and Citizens Working Together*

**TECHNICAL ADVISORY COMMITTEE (TAC)  
Regular Meeting  
Thursday, July 11, 2019, 9:00 AM**

**Yuma County – Gold Room  
2351 West 26th Street  
Yuma, Arizona 85364**

**YMPO TAC MEMBERS**

- Chair Maggie Castro, Planning & Zoning Director, Yuma County
- Vice-Chair Eulogio Vera, Public Works Director City of San Luis
- Member Samuel Palacios, Public Works Director, City of Somerton
- Member Omar Heredia, Planner, Cocopah Indian Tribe
- Member Mark Hoffman, Senior Planner, ADOT
- Member Susan Cowey, CIP Administrator, City of Yuma
- Member Joseph Grant, Public Works Director, Town of Wellton
- Member Frank Sanchez, Interim County Engineer, Yuma County
- Member Jennifer Albers, Principal Planner, City of Yuma
- Member Jeff Kramer, City Engineer, City of Yuma

**YMPO TAC EX-OFFICIOS**

- YCIPTA Shelly Kreger
- CALTRANS Jacob Armstrong
- FHWA Romare Truly
- FTA Amy Corathers
- EPA Jerry Wamsley

1. **Call to Order and Declaration of Votes**  
The meeting will be called to order and the City of Yuma will declare the number, and the distribution, of their votes.
2. **Title VI of the Civil Rights ACT of 1964..... Discussion and Information only**  
Reminder to sign in at the meeting entrance and fill out the survey cards from the YMPO.
3. **Call to the Public**  
This item is to provide an opportunity for comments by the public. Individuals wishing to address the committee need not request permission in advance and are limited to three (3) minutes.
4. **Approval of Minutes ..... Discussion and Action**  
The draft minutes of May 9, 2019 and June 13, 2019 TAC meeting are provided for information, discussion, and approval.

5. **YMPO 2018-2019 YMPO Bicycle and Pedestrian Study and Design Standards Update**..... **Information, Discussion, and/or Action**  
Greenlight Traffic Engineering will provide an update for the Bike/Ped Study and Design Standards
6. **YMPO Safety Plan Update**..... **Information, Discussion, and/or Action**  
Greenlight TE will provide an update for the Safety Plan.
7. **YMPO Traffic Count Study Update**..... **Information, Discussion, and/or Action**  
Kimley-Horn will update the Traffic Count Study
8. **YMPO 2018-2022 TIP Amendment #7** ..... **Information, Discussion, and/or Action**  
YCIPTA and 5310 Program providers have requested a TIP Amendment for the YCIPTA 5310 Program Service providers projects
9. **Regional Studies and Plans**..... **Information, Discussion, and/or Action**  
YMPO will submit to the TAC study and Plan Scope of Works for Review
10. **Project Updates** ..... **Information and Discussion**  
YMPO staff and ADOT will provide any updates on the status of the current programming and/or any ongoing YMPO studies and projects that have not already been reported.
11. **In-kind Match Forms** ..... **Information and Discussion**  
YMPO uses In-Kind Match for the projects, studies, and all work that YMPO does that includes some type of matching funds.
12. **TAC Status Reports**..... **Information and Discussion**  
Member agencies will have the opportunity to report the status of their projects (Local or Federal). A list of ongoing projects is shown in the information below.

Town of Wellton:  
Coyote Wash Bridge.

Yuma County:  
Bridge 7751: Wellton/Mohawk – 37E & County 6<sup>th</sup> Street  
Bridge 8865: Mohawk Canal Bridge – 46E & County 1 ½ Street

City of San Luis:  
Juan Sanchez Boulevard.

City of Yuma:  
1<sup>st</sup> Avenue, 16<sup>th</sup> Street to Orange.  
16<sup>th</sup> Street, Avenue B to Avenue C.  
Avenue 9E Bike Lanes, North Frontage Road to 24<sup>th</sup> Street.  
4<sup>th</sup> Avenue, 32<sup>nd</sup> Street to 40<sup>th</sup> Street.

City of Somerton:  
Cesar Chavez Main Street to Jefferson.

ADOT:  
Araby Road Roundabout (South).

Cocopah Indian Tribe:

**13. Future Agenda Items .....Discussion**

Members will have the opportunity to suggest future items for the TAC agenda.

- A. Functional Classification.
- B. TIP Amendments
- C. Conformity Determination Update

**14. Progress Reports .....Discussion**

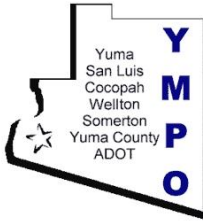
YMPO staff will provide a summary of recent activities.

- A. Jun 4 - State Transportation Board Study Session; Deputy Mayor Knight and Paul Ward attended.
- B. Jun 4 - YMPO Regional Mobility meeting; Charles Gutierrez and Melissa Ramos attended.
- C. Jun 6 - Statewide Mobility Management meeting, Charles Gutierrez attended.
- D. Jun 7 - MPOs/COGs Planner's meeting, Charles Gutierrez attended.
- E. Jun 7 - PM-10 State Implementation Plan (SIP) meeting, Paul Ward attended.
- F. Jun 10 - RTAC meeting, Vice Mayor Ramos, Deputy Mayor Knight and Paul Ward participated.
- G. Jun 10 - ADOT/YMPO Coordination meeting, Deputy Mayor Knight, Paul Ward and Charles Gutierrez attended.
- H. Jun 11 - Intelligent Transportation Systems (ITS) Study meeting with City of Yuma staff, Paul Ward attended.
- I. Jun 12 - Air Quality Conformity Discussion - Paul Ward and Charles Gutierrez participated.
- J. Jun 12 - Autonomous vehicle seminar (City Hall), Deputy Mayor Knight, Supervisor Pancrazi, Paul Ward, and Charles Gutierrez attended.
- K. Jun 13 - PM-10 State Implementation Plan (SIP) discussion and a separate Conference Call, Paul Ward participated.
- L. Jun 13 - YMPO TAC meeting, YMPO staff attended.
- M. Jun 21 - AZSTB meeting (Pinetop/Lakeside), Deputy Mayor Knight attended.
- N. Jun 26-28 - Arizona Mexico Committee conference, Paul Ward attended.
- O. Jun 27 - YMPO Executive Board meeting, YMPO staff attended.
- P.

**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. 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 or Charles Gutierrez at 928-783-8911.*



**TECHNICAL ADVISORY  
COMMITTEE  
REGULAR MEETING MINUTES**

*Local Governments and Citizens Working Together*

**TECHNICAL ADVISORY COMMITTEE (TAC)  
Regular Meeting  
Thursday, June 13, 2019, 9:00 AM**

**Yuma County – Aldrich Auditorium  
2351 West 26th Street  
Yuma, Arizona 85364**

**YMPO TAC MEMBERS**

- Chair Maggie Castro, Planning & Zoning Director, Yuma County
- Vice-Chair Eulogio Vera, Public Works Director City of San Luis
- Member Samuel Palacios, Public Works Director, City of Somerton
- Member Mark Hoffman, Senior Planner, ADOT- Called In
- Member Susan Cowey, CIP Administrator, City of Yuma
- Member Joseph Grant, Public Works Director, Town of Wellton
- Member Frank Sanchez, Interim County Engineer, Yuma County
- Member Jennifer Albers, Principal Planner, City of Yuma
- Member Jeff Kramer, City Engineer, City of Yuma

**YMPO TAC MEMBERS ABSENT**

- Member Omar Heredia, Planner, Cocopah Indian Tribe

**YMPO STAFF PRESENT**

- Executive Director Paul Ward
- Senior Planning/Mobility Manager Charles Gutierrez
- Administrative Assistant Melissa Ramos
- Associate Planner De' Laurien McKenzie

**1. Call to Order and Declaration of Votes**

YMPO TAC Chairwoman, Maggie Castro, called the meeting to order at 9:00 am. The City of Yuma declaration of votes: Jennifer Albers 2 votes, Susan Cowey 2 votes and Jeff Kramer 1 vote.

**2. Title VI of the Civil Rights ACT of 1964..... **Discussion and Information only****

YMPO's Title VI and ADA Programs require that no person shall, on the grounds of race, color, national origin, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity.

Any person, who believes his/her Title VI or ADA rights have been violated, may file a complaint. Any such complaint must be in writing and filed with the YMPO's Civil Rights Office within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. For additional information about YMPO's Civil Rights program

and the procedures to file a complaint contact YMPO Civil Rights Office via the information listed below.

This notice will be posted at every YMPO meeting.

**3. Call to the Public**

This item is to provide an opportunity for comments by the public. Individuals wishing to address the committee need not request permission in advance and are limited to three (3) minutes.

Alan Pruitt the Executive Director of Western Arizona Economic Development District (WAEDD) introduced himself. Alan Pruitt is an expert at Rural Economic Development and Economic Resilience, an editor for Comprehensive Economic Development Strategy (CEDS) for Colorado River Counties and Regional Border Communities and a liaison for the U.S. Economic Development Administration Seattle Regional Office. Alan passed out business cards for any future questions or needs.

**4. Public Participation during YMPO Agenda Items .Discussion and Information Only**

Members of the public are offered the opportunity to address the YMPO Executive Board and Technical Advisory Committee (TAC) at the beginning of every meeting on items that are NOT on the agenda; however, the YMPO Public Participation Program does not address how members and the public may participate as part of an agenda item that are on the agenda. Members will have the opportunity to discuss various methods of increasing public involvement during YMPO meetings.

**5. Approval of Minutes ..... Discussion and Action**

Jennifer Albers motioned to approve the minutes of April 14, 2019.

Joe Grant seconded

Motion carried unanimously

The May 9, 2019 TAC minutes will be presented at the July 2019 TAC meeting with corrections noted.

Jeff Kramer made a correction to the May 9, 2019 TAC minutes. Item 4 should be Susan Cowey 2 votes, Jeff Kramer 2 votes and Jennifer Albers 1 vote.

Jennifer Albers made two corrections to the May 9, 2019 TAC minutes. Item 7 the motion needs clarification and item 8 Jennifer Albers seconded.

**6. YMPO 2018-2019 YMPO Bicycle and Pedestrian Study and Design Standards Update..... Information, Discussion, and/or Action**

Greenlight Traffic Engineering is completing the School Site Assessments. The School Site Assessments will be sent out to the TAC for review in a few weeks. Mike Blankenship informed the TAC of the 37 comments on social pinpoint. Greenlight Traffic Engineering, YMPO staff and Gunn Communications are looking for alternatives to involve the public for participation on this study. Greenlight Traffic Engineering will be reviewing the

pedestrian and bicycle crash data for locations and patterns, that might aid in this current study. Mike Blankenship mentioned the new guide, "Don't Give Up at the Intersection", released by NACTO (National Association of City Transportation Officials). Charles Gutierrez asked Greenlight for an update on the design standards. Greenlight is currently reviewing MAG and Pima Counties design standards and pulling proper information for the YMPO region.

7. **YMPO Safety Plan Update..... Information, Discussion, and/or Action**  
Greenlight Traffic Engineering gave an update on the Safety Plan. On May 13, 2019, the HSIP Applications were submitted to ADOT. The City of Yuma had 4 HSIP projects, a total of 6.3 million dollars and no local match required. Yuma County had 4 HSIP projects, a total of 5.7 million dollars and \$180,000 in local match. The City of San Luis had 1 HSIP project, a total of 1.7 million dollars and \$90,000 in local match. The B/C Ratio for the 9 HSIP projects ranged from a low 7 to a high 27.7. ADOT will have results for these 9 HSIP projects by October 2019. Greenlight Traffic Engineering is reviewing crash data to analyzing any major changes from the previous Safety Plan. Greenlight Traffic Engineering, Gunn Communication and YMPO staff are working on developing a PSA on roundabouts.
8. **YMPO Traffic Count Study Update..... Information, Discussion, and/or Action**  
Chris Joannes, Kimley-Horn, gave a brief update on the Traffic Count Study. Kimley-Horn is working on new traffic count locations. On classified roads segments that do not have an existing count the goal is to select a segment to place equipment. Keeping in consideration traffic control, the impact of turning vehicles, land uses along the segment and the availability of poles or posts so the equipment can be locked to. Kimley-Horn is also creating count batches, each batch will contain 20-25 traffic counts. The exact number of counts will depend on the proximity of counts to one another, the number of count hoses required at each location and logical progression through the roadway network. These count batches will be coordinated on forms similar to existing YMPO forms. GIS maps, showing the counts location, will be the back of each count.
9. **YMPO 2020 – 2024 TIP Requirements.....Information and Discussion**  
YMPO is required to update a PM10 portion and the Ozone conformity for the new TIP. These requirements are based off the RTP. Kimley- Horn will be updating the air quality conformity.
10. **Pavement Management Study ..... Discussion and Action**  
YMPO staff presented the Draft Pavement Management Study Scope of Work and asked the TAC to submit comments as soon as possible.
11. **Project Updates .....Information and Discussion**  
Charles Gutierrez mentioned that YMPO staff will be releasing studies for the TAC to review for comments. Those studies are ITS, Pavement Management, Freight Study, RTP and the Short-Range Transit Study.  
Paul Ward informed the TAC of the 28 million dollars that have been awarded for the US Highway 95 improvements. The 28 million is part of the Statewide budget and will be available after July 1, 2019. The improvements consist of widening Highway 95 from 9E to Aberdeen Road.

ADOT- On June 21, 2019, the State Transportation Board will be adopting the 5-year construction program. That meeting will be held in Pinetop, AZ.

12. **In-kind Match Forms .....Information and Discussion**  
YMPO staff will present the new In-Kind Match form and the process that YMPO uses to track In-Kind Match at the July 11, 2019 TAC meeting.

13. **TAC Status Reports .....Information and Discussion**  
Member agencies had the opportunity to report the status of their projects (Local or Federal). A list of ongoing projects is shown in the information below.

Town of Wellton:

**Coyote Wash Bridge-** project was delayed

Yuma County:

**County 14th Street overlay, Avenue A to Avenue D-** Completed

**Bridge 7751: Wellton/Mohawk – 37E & County 6<sup>th</sup> Street-** Project has been awarded

**Bridge 8865: Mohawk Canal Bridge – 46E & County 1 ½ Street-** Project has been awarded

City of San Luis:

**Juan Sanchez Boulevard-** The environmental clearance should be completed in July 2019.

City of Yuma:

**1<sup>st</sup> Avenue, 16<sup>th</sup> Street to Orange-** working on utilities

**16<sup>th</sup> Street, Avenue B to Avenue C-** this project will be a mill and replace project

**Avenue 9E Bike Lanes, North Frontage Road to 24<sup>th</sup> Street-** west half of this project is complete, contractor is working on the east half currently

**4<sup>th</sup> Avenue, 32<sup>nd</sup> Street to 40<sup>th</sup> Street-** completed

**Multi Use Path on Ave 6E (Ocotillo subdivision) -** under construction, should be completed in July

The City of Yuma, Crane Elementary School District, Desert View Academy and Yuma Union High School District are partnering in a School Safety Project. The project consists of placing 16 solar powered school zone flashing beacon units, 3 high visibility cross walks and school speed zone signing along Ave C (8<sup>th</sup> - 24<sup>th</sup>), 16<sup>th</sup> Street east and west of Avenue C and 20<sup>th</sup> west of Avenue C. The City of Yuma will do the installation and the school districts will be responsible for operations and maintaining.

City of Somerton:

**Cesar Chavez Main Street to Jefferson-** design is completed, negotiating the price with the contractor

ADOT:

No updates available.

Cocopah Indian Tribe:

No updates available.



**14. Future Agenda Items .....Discussion**

Members had the opportunity to suggest future items for the TAC agenda.

- A. Functional Classification.
- B. TIP Amendments
- C. Conformity Determination Update

Charles Gutierrez reminded the TAC that the next TAC meeting (July 11, 2019) will be held in the Gold Room (Yuma County DDS).

**15. Progress Reports .....Discussion**

YMPO staff provided a summary of recent activities.

- A. April 30- HWY 95 widening & DAR Program Meeting with YPG, Paul Ward attended
- B. May 2- Phone call with Jeff Meilbeck - Paul Ward attended
- C. May 9- TAC Meeting, YMPO Staff
- D. May 13- RTAC Meeting, Paul Ward attended
- E. May 13- ADOT/YMPO Coordination Meeting, Paul Ward and Charles Gutierrez attended
- F. May 15- Traffic Count Network Meeting, Paul Ward, Charles Gutierrez, De'Laurien McKenzie, and Robert Aguilar participated
- G. May 17- State Board Meeting, Paul Ward attended
- H. May 30- YMPO Executive Board Meeting, YMPO Staff participated

**16. Adjournment**

Chairwomen Maggie Castro adjourned the TAC Meeting at 10:20 am.

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Minutes Prepared By:

Minutes Submitted by:

Minutes approved by:

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Melissa Ramos, YMPO  
Administrative Assistant

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Charles Gutierrez, YMPO  
Senior Planning Manager

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Maggie Castro, YMPO  
TAC Chairwoman

# **YMPO INFORMATION SUMMARY for Agenda Item #5**

## **YMPO BICYCLE AND PEDESTRIAN STUDY AND DESIGN STANDARDS**

**DATE:** July 3, 2019

**SUBJECT:** YMPO Bicycle and Pedestrian Study and Design Standards Update

**SUMMARY:**

The YMPO has asked Greenlight Traffic Engineering to update the TAC on work that has been completed to this point for the Bike/Ped Study and update on the Public Outreach plan.

**PUBLIC INPUT:**

There have been no public comments on this process to date.

**TECHNICAL & POLICY IMPLICATIONS:**

TECHNICAL: None

**ACTION NEEDED:**

This item is on the agenda for information, discussion, and possible action.

**PRIOR BOARD/COMMITTEE ACTIONS:**

N/A

**CONTACT PERSON:**

Charles A. Gutierrez, Senior Planning/Mobility Manager, 928-783-8911

# **YMPO INFORMATION SUMMARY for Agenda Item #6**

## **YMPO Safety Plan Update**

**DATE:** July 3, 2019

**SUBJECT:** YMPO Safety Plan Update

**SUMMARY:**

The YMPO has asked Greenlight Traffic Engineering to update the TAC on work that has been completed to this point for the Safety Plan Update.

**PUBLIC INPUT:**

There have been no public comments on this process to date.

**TECHNICAL & POLICY IMPLICATIONS:**

TECHNICAL: ADOT is sending comments at this time of writing and when a application is sent back to the YMPO from Greenlight, we will send it to ADOT TSS.

**ACTION NEEDED:**

This item is on the agenda for information and discussion

**PRIOR BOARD/COMMITTEE ACTIONS:**

N/A

**CONTACT PERSON:**

Charles A. Gutierrez, Senior Planning/Mobility Manager, 928-783-8911

# **YMPO INFORMATION SUMMARY for Agenda Item #7**

## **YMPO Traffic County Study**

**DATE:** July 3, 2019

**SUBJECT:** YMPO Bicycle and Pedestrian Study and Design Standards Update

**SUMMARY:**

The YMPO has asked Kimley-Horn and Associates to update the TAC on work that has been completed to this point for the Traffic Count Network Study.

**PUBLIC INPUT:**

There have been no public comments on this process to date.

**TECHNICAL & POLICY IMPLICATIONS:**

TECHNICAL: N/A

**ACTION NEEDED:**

This item is on the agenda for information and discussion

**PRIOR BOARD/COMMITTEE ACTIONS:**

N/A

**CONTACT PERSON:**

Charles A. Gutierrez, Senior Planning/Mobility Manager, 928-783-8911

# **YMPO INFORMATION SUMMARY for Agenda Item #9**

## **Regional Studies and Plans**

**DATE:** July 3, 2019

**SUBJECT:** Regional Studies and Plans

**SUMMARY:**

The YMPO is asking the TAC to review and comment on three (3) Scopes of Work for the Intelligent Transportation System (ITS), Short-Range Transit Plan (SRTP), Rail, Heavy Freight, and Corridor Alignment Study (RHFCAS)

**PUBLIC INPUT:**

There have been no public comments on this process to date.

**TECHNICAL & POLICY IMPLICATIONS:**

TECHNICAL: N/A

**ACTION NEEDED:**

This item is on the agenda for information, discussion, and/or Action

**PRIOR BOARD/COMMITTEE ACTIONS:**

N/A

**CONTACT PERSON:**

Charles A. Gutierrez, Senior Planning/Mobility Manager, 928-783-8911