

EXECUTIVE BOARD REGULAR MEETING AGENDA

Local Governments and Citizens Working Together

EXECUTIVE BOARD
Regular Meeting
Thursday, September 26, 2019
1:30 P.M.

City of Somerton City Hall
143 North State Street
Somerton, Arizona 85350

YMPO EXECUTIVE BOARD

Chairman	J. Deal Begay, Jr., Vice Chairman, Cocopah Indian Tribe
Vice Chair	Miguel Villalpando, Councilmember, City of Somerton
Sec./Treasurer	Maria Cruz, Vice-Mayor, City of San Luis
Member	Cecilia McCollough, Mayor, Town of Wellton
Member	Gary Knight, Deputy Mayor, City of Yuma
Member	Paul Patane, Southwest District Engineer, ADOT
Member	Jacob Miller, Councilmember, City of Yuma
Member	Lynne Pancrazi, Board of Supervisors, Yuma County
Member	Martin Porchas, Board of Supervisors, Yuma County
Member	Edward Thomas, Councilmember, City of Yuma

A regular meeting of the Executive Board (the Board) of the Yuma Metropolitan Planning Organization (YMPO) will be held on **Thursday, September 26, 2019**, starting at **1:30 p.m.** at the **City of Somerton, 143 North State Street, Somerton, Arizona, 85350**, to discuss, consider, and/or take action with respect to the items listed below:

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, the 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.
A brief message will be read out reminding members 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.

4. Consent Agenda.
 - A. Approval of the July 25, 2019, Board Meeting Minutes.
 - B. YMPO Income/Expenditure Report for July and August 2019.

A copy of the draft minutes of the previous Board meeting from July 25, 2019, and the Income and Expenditure Report for July and August 2019 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 July 25, 2019 Board meeting and to review, discuss, and acknowledge receipt of the reports.

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

5. Revised Evaluation Categories on Change from RFQ to RFP

The process for procuring professional engineering services for conducting the type of planning studies that YMPO typically undertakes has slightly changed in the past few years and the evaluation factors used for selecting such consultant companies also need to be slightly changed. The Executive Board will be asked to review the extent of these changes and will have the opportunity to provide guidance to the Technical Advisory Committee with the weighting of the criteria to be used, as appropriate.

This item is on the agenda for information, discussion and possible action to provide guidance to the YMPO Technical Advisory Committee regarding the weighting of criteria used in selecting engineering consultants for future YMPO Studies. Mr. Ward will present this item and further details are in an Information Summary that is included as Item 5.

6. Highway Safety Improvement Program Projects for FYs 2023 and 2024.

The Highway Safety Improvement Program (HSIP) is a federally funded program which provides funding for a variety of safety related projects throughout the State. Funding is determined on a competitive, Statewide basis. The latest results of the Statewide competition for these funds will be shared with the Board.

This item is on the agenda for information and discussion only at this stage. Mr. Gutierrez will present this item and additional background is included in an Information Summary as Item 6.

7. FY 2019 Audit Schedule

The FY 2018 Audit was completed and presented to the Board by the Audit company, Walker and Armstrong during the March 2019 Board meeting. YMPO Staff is beginning to prepare for the FY 2019 Audit with the proposed schedule in

the information summary. YMPO Staff concluded that FY 2019 Audit is the last year covered under the Accounting and Audit contracts, YMPO will need to re-advertise for Accounting and Audit services for year end June 30, 2020 Audit.

This item is on the agenda for information, discussion, and possible approval of the schedule for the YMPO Audit for FY 2019. Crystal Figueroa, YMPO Executive Assistant/Accountant II, will present this item and additional background is included as part of an Information Summary that is included as Item 7.

8. ASRS Supplemental Salary Deferral Plan Adoption Resolution

On August 1, 2016, YMPO became a member of the Arizona State Retirement System (ASRS) providing benefits to eligible YMPO staff into the state supplemental retirement plan. In addition to this benefit, YMPO is pursuing the adoption of a Resolution for a Supplemental Salary Deferral Plan (SSDP) for YMPO eligible staff to contribute tax-deferred money into an account that can be drawn upon retirement. Currently, YMPO staff will help administer the savings opportunities through providing input via the current payroll system, there are no plans for YMPO to contribute funds for this program.

This item is on the agenda for information, discussion, and possible action to adopt the ASRS Supplemental Salary Deferral Plan Resolution #150 supporting the YMPO employer enrollment. Ms. Figueroa will present this item and additional background information is provided in the attached Information Summary, Item 8.

9. Update on the 2019 Rural Transportation Summit (RTS) in Tucson.

The 2019 Rural Transportation Summit (RTS) is scheduled for October 16-18, 2019 at the Casino Del Sol Resort in Tucson. The Southeastern Arizona Governments Organization (SEAGO) will host the conference, and all members of the Executive Board have been invited to attend.

A draft program has been released and a list of conference registrations with hotel reservations at the resort is provided. Members are requested to review the information provided and let YMPO staff know whether any changes are needed.

This item is on the agenda for information and discussion only at this stage. Crystal Figueroa will present the agenda item and additional background information is provided in the attached Information Summary, Item 9.

10. YMPO Technical Advisory Committee (TAC) - Change of Chairman

Yuma County has requested to change their nominated attendees at TAC meetings and the newly nominated individuals are precisely as stated in the YMPO

By-Laws. The new County Engineer, Chris Young, replaces the Interim County Engineer, Frank Sanchez; and the County Public Works Director, Josh Scott replaces the County Planning Manager, Maggie Castro. As Ms. Castro was the TAC Chairperson, the Interim Chair, Eulogio Vera (San Luis Public Works Director), is being recognized as the Interim Chair. Action by the TAC with regard to appointing a new Vice Chair is expected to occur at the next meeting in October.

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

11. YMPO Support for another 'Safe Corridor to Puerto Penasco'

As shown in the attached 'Inside Lane' flyer from ADOT, Arizona, and Sonora governments have cooperated in designating the route between Ajo, Arizona, and Puerto Penasco (Rocky Point), Sonora, as a 'Safe Corridor'. YMPO staff will brief members on what this means, and members will have the opportunity to discuss a possible similar designation of another route between San Luis, Arizona and Puerto Penasco, Sonora.

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

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.
- B. TAC Minutes.
- C. Conference Updates.
- 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.

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. Use of GoToMeeting for future Executive Board meetings.
- B. Future regional funding options for Transportation purposes.
- C. Presentation on what planning efforts an MPO is supposed to carry out.
- D. Regional steps to achieve the 2020 Census.
- E. Possible Amendment to the FY 2019-2021 YMPO UPWPs

13. Progress Reports.

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

- A. Aug 5 - Staff meeting, all YMPO staff attended.
- B. Aug 8 - ADOT Safety Review committee; Charles Gutierrez attended.
- C. Aug 8 - TAC meeting, Paul Ward, De'Laurien McKenzie and Melissa Ramos attended.
- D. Aug 12 - ADOT/YMPO Coordination meeting, Paul Ward and Charles Gutierrez attended.
- E. Aug 12 - Kimley-Horn quality call, Paul Ward participated.
- F. Aug 14 - Regional Transportation Tax discussion - Paul Ward attended.
- G. Aug 16 - State Transportation Board, Deputy Mayor Knight participated.
- H. Aug 19 - Regional Haze Webinar - Paul Ward participated.
- I. Aug 22 - COGs/MPOs Director's meeting, Paul Ward participated.
- J. Aug 25 - EB meeting (Town of Wellton).
- K. Aug 26 - Discussed GIS Training with Kimley-Horn – Paul Ward, Charles Gutierrez and DeLaurien McKenzie participated.
- L. Aug 26 - YCIPTA Board meeting – Paul Ward and Melissa Ramos attended.
- M. Aug 28 - Discussed SOW with Kimley-Horn.
- N. Aug 29 - Chamber Transportation Committee. Charles Gutierrez attended.
- O. Sep 4 - ADOT Traffic Workshop. Paul Ward, Charles Gutierrez, DeLaurien McKenzie and Robert Aguilar participated.
- P. Sep 4 - Rail/Heavy Freight Study AZTEC meeting.
- Q. Sep 5 - Special TAC Workshop on RFPs/FRQs. Paul Ward and Charles participated.
- R. Sep 9 - ADOT/MPO Coordination Meeting. Charles Gutierrez attended.
- S. Sep 10 - PASS Training (Parker), Melissa Ramos attended.
- T. Sep 12 - TAC meeting. Paul Ward, Charles Gutierrez, De'Laurien McKenzie and Melissa Ramos attended.
- U. Sep 19 - Meeting with Senator Kerr, Representatives Dunn and Osbourne. Paul Ward and Charles Gutierrez attended.
- V. Sep 20 - AZSTB meeting (Maricopa). Paul Ward attended
- W. Sep 20 - Initial RTAC Strategic Plan meeting. Paul Ward attended.

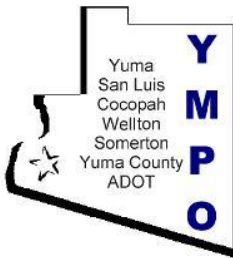
14. Adjournment.

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 2019 Meeting Locations

October 31, 2019 City of Yuma, City One Plaza, Yuma, Arizona 85364, Room 190.

December 12, 2019 City of San Luis, 1090 East Union Street, San Luis, Arizona 85349



**EXECUTIVE BOARD
REGULAR MEETING MINUTES**

Local Governments & Citizens Working Together

**Executive Board
Regular Meeting
Thursday, June 27, 2019
1:30 p.m.**

**Yuma County – Department of Development Services
2351 West 26th Street
Yuma, Arizona 85365
Aldrich Auditorium**

1. Call to Order and the Pledge of Allegiance.
The YMPO member, Gary Knight, in the absence of the Chairman J. Deal Begay, Jr., chaired the meeting, and called the Executive Board (the Board) meeting of the Yuma Metropolitan Planning Organization (YMPO) to order at 1:37 p.m. He called on Town of Wellton Mayor Pro-Tem, Brian Claar, to lead the Pledge of Allegiance.

2. Roll Call Attendance.
The YMPO Assistant Planner, Melissa Ramos, called the roll as follows:

YMPO Executive Board Members Present:

- Member Brian Claar, Mayor Pro-Tem, for Cecilia McCollough, Mayor, Town of Wellton
- Member Gary Knight, Deputy Mayor, City of Yuma
- Member Paul Patane, ADOT SW District Engineer
- Member Lynne Pancrazi, Board of Supervisors, Yuma County
- Member Edward Thomas, Councilmember, City of Yuma

YMPO Executive Board Members Absent:

- Chairman J. Deal Begay, Jr, Vice-Chairman, Cocopah Indian Tribe
- Secretary/Treasurer Maria Ramos, Vice-Mayor, City of San Luis
- Vice-Chair Miguel Villalpando, Councilmember, City of Somerton
- Member Jacob Miller, Councilmember, City of Yuma
- Member Martin Porchas, Board of Supervisors, Yuma County

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

YMPO Staff Present:

- Charles A. Gutierrez Senior Planning/Mobility Manager
- De'Laurien McKenzie Associate Planner
- Melissa Ramos Assistant Planner

Additional Attendees:

Blake Herzog	Reporter, Yuma Sun
Gene Dalbey	Yuma Regional Bicycle Coalition
Scott Blitz	Councilmember, Town of Wellton

Declaration of Votes.

Deputy Mayor Gary Knight, City of Yuma, submitted to Charles Gutierrez, YMPO Senior Planning/Mobility Manager, a proxy letter from City of Yuma Councilmember Jacob Miller and declared one proxy vote, for a total of three votes for the City of Yuma. Supervisor Lynne Pancrazi confirmed that she held a standing proxy vote for Supervisor Martin Porchas, giving Supervisor Pancrazi a total of two votes.

3. Title VI Declaration and Call to the Public.

De'Laurien McKenzie, YMPO Associate Planner, read out loud the YMPO Title VI obligations.

No members of the public addressed the Board.

4. Consent Agenda

A. Approval of the May 30, 2019, Board Meeting Minutes.

B. Approval of the YMPO Income and Expenditure Report for May 2019.

MOTION: Supervisor Lynne Pancrazi moved approval of the consent agenda, including approval of the minutes for May 30, 2019, and approval of the YMPO Income and Expenditure Report for May 2019, as presented. Councilmember Edward Thomas seconded, and the consent agenda was unanimously approved.

5. FY 2020-2024 YMPO Transportation Improvement Program.

Mr. Gutierrez informed the Board that the TIP has been developed and is ready for the review and approval phase. He informed members about a prior approval action of the federal funding being allocated to a City of San Luis project on County 24th Street paving of a dirt road and a City of Yuma H Street repaving project from 6th Street to 12th Street. These were additions to years 2023 and 2024. Mr. Gutierrez reported that the TIP had already been approved for a public comment period, but was now being submitted for possible final approval, contingent upon a successful air quality conformity analysis (AQCA) being carried out.

Once the Air Quality goes through an Inter-Agency Consultation Group process, and an air quality conformity analysis will be completed. He reported that, by the end of August, the TIP should be presented to the Board as a final product.

MOTION: Supervisor Pancrazi moved to approve the revised FY 2020-2024 YMPO TIP, contingent on an air quality conformity analysis being successfully completed on the TIP. Councilmember Thomas seconded and the motion passed unanimously.

6. Support for a BUILD Grant Application for ADOT and US-95

The Acting Chairman introduced this item and reported that members were being offered the opportunity to adopt a Resolution in support of a Better Utilizing Investments to Leverage Development (BUILD) Grant application for improvements to US-95 and/or to write individual letters of support from their own agencies in support of the project. He expressed his preference for a Resolution, as having more weight from a regional organization such as YMPO, but suggested that additional support, in the form of individual member agency letters would be most welcome. He called for comments from members and suggested that the members review both the draft letter and the resolution.

Mr. Gutierrez gave a brief background and reported that some members had already provided letters of support, but asked members what their preference was ? There was also some confusion regarding who the letter should be addressed to. ADOT had nominated a staff member (Kohinoor Kar (KK)) to lead, and had selected a consultant (AECOM) to coordinate, the development of the BUILD Grant application. The general consensus was that letters should be addressed to the federal authorities.

In reviewing the draft resolution, the Acting Chairman suggested that it might be best to remove the wording regarding the nonattainment area and this received general support from members. Councilmember Thomas asked about the Resolution supporting the Multi-Modal Transit Center and Mr. Gutierrez reported that he understood that the resolution had already been sent to the City of Yuma staff, but agreed to double-check that this had occurred.

MOTION: Councilmember Thomas moved to adopt a Resolution supporting ADOT's Submittal of a Rural BUILD Grant Application for US-95 improvements. The motion was seconded by Supervisor Pancrazi and was unanimously approved.

7. Summary of Current Events/Board Member Reports/Executive Director's Report & Comments by Other Participants.

- A. Staff Reports. Mr. Gutierrez relayed that the Federal Highway (and the Transit) Administrations had approved the YMPO Unified Planning Work Program(s) for FYs 2020 and 2021, so they would be eligible to continue work as of July 1, 2019.
- B. TAC Minutes.
- C. Conference Updates. Mr. Paul Ward, YMPO Executive Director tried to telepathically emphasize to the Executive Board that he was working hard at the Arizona-Mexico Commission, but the telepathic pathway was not functioning.
- D. MPO/COG Director/Planner Meetings.
- E. Rural Transportation Advocacy Council activities.

F. Projects - Economic Development and Transportation.

8. Possible Future Agenda Items.

The following items will be heard at a future meeting:

- A. Status on Regional Studies and their Timelines.
- B. Air Quality Conformity Analysis on the FY 2020-2024 YMPO TIP.

9. Progress Reports.

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

- 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. The Acting Chairman reported that this meeting had lasted for about an hour longer than usual. The Arizona Transportation Facilities Construction Program was approved, contingent on further discussion regarding the Lion Springs project funding. He further reported that the Board were seeking earlier and additional input into the development of the ADOT Program to allow
- N. Jun 26-28 - Arizona Mexico Committee conference, Paul Ward attended.
- O. Jun 27 - YMPO Executive Board meeting, Charles Gutierrez, De'Laurien McKenzie and Melissa Ramos attended.

15. Adjournment.

There being no further business to discuss, the meeting was adjourned at 2:19 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.

Preparation and Approval of Minutes:

Minutes prepared by:

Minutes reviewed to form by:

Crystal Figueroa, Accountant II and
Executive Assistant, YMPO

Minutes approved in regular session on
July 25, 2019

Paul D. Ward, Executive Director
Yuma Metropolitan Planning Organization

Vice-President J. Deal Begay Jr,
Chairman, YMPO Executive Board

Yuma Metropolitan Planning Organization
Revenue & Expense Budget Performance
July through August 2019

	Jul - Aug 19	Budget	% of Budget
Income			
4000 · ADOT Grant			
4001 · PL	0.00	437,637.00	0.0%
4002 · SPR	0.00	314,758.00	0.0%
4003 · HSIP	0.00	21,234.00	0.0%
Total 4000 · ADOT Grant	0.00	773,629.00	0.0%
4010 · FTA Grant			
4020 · 5303/5305	0.00	185,176.00	0.0%
4021 · 5304	0.00	250,000.00	0.0%
Total 4010 · FTA Grant	0.00	435,176.00	0.0%
4050 · ADEQ Grant	0.00	10,000.00	0.0%
4055 · 5310 Funds	0.00	112,650.00	0.0%
4200 · YMPO UPWP Dues	0.00	106,991.00	0.0%
4400 · Interest Income	7,566.17	23,000.00	32.9%
4600 · Charges for Services			
4904 · Traffic Count Revenue	9,985.22	9,985.22	100.0%
Total 4600 · Charges for Services	9,985.22	9,985.22	100.0%
Total Income	17,551.39	1,471,431.22	1.19%
Gross Profit	17,551.39	1,471,431.22	1.19%
Expense			
5110 · Payroll Expenses			
5111 · Fringe Benefits	4,001.97	29,306.00	13.66%
5112 · Part Time Staff-Salaries			
5133 · Part Time Staff-Salaries- Local	3,114.61	7,323.00	42.53%
5112 · Part Time Staff-Salaries - Other	6,288.04	87,411.00	7.19%
Total 5112 · Part Time Staff-Salaries	9,402.65	94,734.00	9.93%
5113 · Full Time Staff-Salaries	43,059.06	382,076.00	11.27%
5115 · Health Insurance-ER Portion	7,880.00	47,280.00	16.67%
5116 · ASRS	5,591.79	48,773.00	11.47%
5117 · Workman's Comp Insurance	855.00	1,485.00	57.58%
5118 · FUTA Payroll Expense	46.79	546.00	8.57%
5120 · Life Insurance	390.00	1,560.00	25.0%
Total 5110 · Payroll Expenses	71,227.26	605,760.00	11.76%
5123 · Consulting Services			
5134 · Contractual-Local	1,053.45	41,053.00	2.57%
5123 · Consulting Services - Other	47,213.52	623,911.00	7.57%
Total 5123 · Consulting Services	48,266.97	664,964.00	7.26%
5124 · Staff Training/Education	0.00	6,914.00	0.0%
5125 · Audit Services	0.00	22,000.00	0.0%
5126 · Payroll Processing Fees	334.41	4,500.00	7.43%
5128 · Accounting Services	0.00	23,500.00	0.0%
5129 · Public Participation	0.00	1,000.00	0.0%
5130 · Reimbursement of Expenses	346.37		
5131 · Data Process, Software, Hardware	297.00	15,000.00	1.98%
5132 · Furniture and Equipment	0.00	4,000.00	0.0%
5140 · Legal	0.00	6,776.00	0.0%
5150 · IT Support	0.00	900.00	0.0%
5151 · Building, Contents Insurance	0.00	4,550.00	0.0%
5152 · Equipment Maintenance	92.01	650.00	14.16%

**Yuma Metropolitan Planning Organization
Revenue & Expense Budget Performance
July through August 2019**

	Jul - Aug 19	Budget	% of Budget
5153 · Office Supplies	543.67	5,153.00	10.55%
5154 · Postage	0.00	800.00	0.0%
5155 · Printing	80.49	1,000.00	8.05%
5157 · Publications, Subscriptions	294.77	1,500.00	19.65%
5158 · Registration Fees	2,750.00	5,158.00	53.32%
5159 · Special Meetings	0.00	4,000.00	0.0%
5160 · Telecommunications	1,624.21	11,000.00	14.77%
5162 · Vehicle Insurance	4,595.22	6,000.00	76.59%
5163 · Vehicle Maint., Repairs, Parts	133.56	3,000.00	4.45%
5164 · YMPO Memberships & Dues	250.00	3,500.00	7.14%
5165 · Finance Charges and Interest	7.00	500.00	1.4%
5166 · Website Maintenance	392.75	2,000.00	19.64%
5167 · Miscellenous Consumables	179.14	2,000.00	8.96%
5169 · Miscellaneous-Expense	197.05	4,000.00	4.93%
5171 · Alarm System	203.00	497.00	40.85%
5172 · Lease	5,491.80	32,000.00	17.16%
5173 · Electric Bill	1,149.00	9,000.00	12.77%
5174 · Grounds Maintence	320.00	2,700.00	11.85%
5175 · Janitorial	675.00	4,500.00	15.0%
5179 · Office Building Repairs			
5181 · Pest Control	96.00	500.00	19.2%
5179 · Office Building Repairs - Other	25.54	1,000.00	2.55%
Total 5179 · Office Building Repairs	121.54	1,500.00	8.1%
5182 · Sewer & Water	246.05	1,300.00	18.93%
5190 · Travel - Local & Outside County	4,417.47	20,000.00	22.09%
5191 · T530- Traffic Count Fuel	834.50	4,000.00	20.86%
5630 · T530 Traffic Count Equipment			
5631 · T530-Local COY Materials	0.00	1,088.00	0.0%
5630 · T530 Traffic Count Equipment - Other	0.00	3,575.00	0.0%
Total 5630 · T530 Traffic Count Equipment	0.00	4,663.00	0.0%
Total Expense	145,070.24	1,490,285.00	9.73%
Net Ordinary Income	-127,518.85	-18,853.78	676.36%
Other Income/Expense			
Other Income			
4900 · In-Kind Match Revenue	10,860.07	221,666.00	4.9%
Total Other Income	10,860.07	221,666.00	4.9%
Other Expense			
9200 · In-Kind Match Expenses	10,860.07	221,666.00	4.9%
Total Other Expense	10,860.07	221,666.00	4.9%
Net Income	-127,518.85	-18,853.78	676.36%

10000 - Wells Fargo - YMPO General Account	\$ 63,847.18
10009 - Wells Fargo - YMPO Payroll Account	\$ 31,506.70
10100 - Yuma County Treasurer - YMPO Account	\$ 1,508,902.16
	<u>\$ 1,604,256.04</u>

YMPO INFORMATION SUMMARY for Agenda Item #6

Highway Safety Improvement Program

DATE: September 23, 2019

SUBJECT: YMPO Highway Safety Improvement Program (HSIP)

SUMMARY:

Greenlight Traffic Engineering (GTE) firm was selected to update the YMPO Safety Plan. In collaboration with the YMPO TAC, GTE used the ADOT Crash Data to determine with other factors the HSIP Prioritization for Safety Project selection/submission. GTE conducted interviews with member agencies and with the TAC and was determined that 9 application would be submitted.

YMPO asked GTE to submit on behalf of YMPO and Members. Applications went back and forth to ADOT Traffic Safety Section (TSS) for review of all applications. All applications were successfully sent back to members and as necessary the changes were made or not depending on members response.

The projects that made the selection for Yuma Region were spread out around the region. ADOT TSS released the final application submissions for Arizona. YMPO successfully received 8 applications for FY 23/25.

PUBLIC INPUT:

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

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL:

ACTION NEEDED:

This item is on the agenda for information and discussion

PRIOR BOARD/COMMITTEE ACTIONS:

CONTACT PERSON:

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

YMPO INFORMATION SUMMARY for Agenda Item 7

FY 2019 YMPO Audit Schedule

DATE: September 26, 2019

SUBJECT: FY 2019 YMPO Audit Schedule.

SUMMARY:

The FY 2018 Audit was completed and presented to the Board by the Audit company, Walker and Armstrong during the March 2019 Board meeting. YMPO Staff is beginning to prepare for the FY 2019 Audit with the proposed schedule. YMPO Staff concluded that FY 2019 Audit is the last year covered under the Accounting and Audit contracts, we will need to re-advertise for Accounting and Audit services for year end June 30, 2020 Audit.

The current audit process of YMPO's accounts for FY 2019 (July 1, 2018, through June 30, 2019) is starting this month. In the previous year, the accounting firm known as Pun Group prepared the YMPO financial reports. YMPO has agreed to continue the existing contracts with the accounting and audit firms under the same criteria. The Walker and Armstrong audit firm completes the audit, submits a formal letter to staff and presents the audit to members of the Audit Committee, usually on the morning of an Executive Board meeting.

The schedule for the forthcoming audit is as follows:

FY 2019 Audit Schedule		
Date	Anticipated Action	By Who
Sep 30 - Oct 3, 2019	Onsite Visit-Review of Financial Accounts	YMPO Staff, Pun Group
Dec 02-05, 2019	YMPO FY 19 Audit Test of Control Selections & Audit of Accounts	YMPO Staff, Walker and Armstrong
Dec 06, 2019	Deadline of Draft Financial Statements to Auditors	YMPO Staff, Pun Group
Dec 27, 2019	Financial Statement Issuance	Walker & Armstrong
Feb 27, 2020	Present to YMPO Audit Committee and Board	Walker & Armstrong
Mar 31, 2020	Deadline for Single Audit Filing Submittal	Walker & Armstrong Exec. Director

PUBLIC INPUT:

No specific input has been provided by members of the public on this subject.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: YMPO uses two steps, first we use a consultant company to prepare detailed financial reports and then a separate consultant company to audit them.

POLICY: The YMPO By-Laws require an audit of YMPO accounts and the establishment of the Audit Committee. The By-Laws do not describe how the Audit Committee should carry out the audit.

ACTION NEEDED:

Members are requested to review, discuss and possibly approve the schedule for the YMPO Audit for FY 2019.

PRIOR BOARD/COMMITTEE ACTIONS:

At their meeting on April 25, 2019, the YMPO Executive Board unanimously approved the FY 2018 YMPO Audit.

MEMBERS ATTENDING

- | | |
|--|------------------------------------|
| J. Deal Begay, Jr., Cocopah Indian Tribe, Member | Gary Knight, Yuma, Member |
| Miguel Villalpando, Somerton, Vice-Chair | Paul Patane, ADOT, Member |
| Cecilia McCollough, Wellton, Member | ^ Jacob Miller, Yuma, Member |
| * Maria Ramos, San Luis, Member | Lynne Pancrazi, Yuma Co., Member |
| | * Martin Porchas, Yuma Co., Member |

* Members neither present nor represented by proxy.

^ Members not present, but represented by proxy.

CONTACT PERSON:

Crystal Figueroa, Accountant II and Executive Assistant, 928-783-8911

YMPO INFORMATION SUMMARY for Agenda Item 8

ASRS Supplemental Salary Deferral Plan (SSDP)

DATE: September 26, 2019

SUBJECT: ASRS SSDP.

SUMMARY:

On August 1, 2016, YMPO became a member of the Arizona State Retirement System (ASRS) providing benefits to eligible YMPO staff into the state supplemental retirement plan. In addition to this benefit, YMPO is pursuing the adoption of a Resolution for a Supplemental Salary Deferral Plan (SSDP). The plan allows employees who work for an employer who has adopted the ASRS SSDP and opportunity to contribute tax-deferred money into an account, which then grows tax-deferred until withdrawal. The SSDP is qualified under Section 457 of the Internal Revenue Code and its overseen by the ASRS and administered by Nationwide Retirement Solutions.

The SSDP is professionally managed and offers a variety of investment options. Currently, although YMPO staff will help administer the savings opportunities through providing input via the current payroll system, there are no plans for YMPO to contribute funds for this program.

PUBLIC INPUT:

No specific input has been provided by members of the public on this subject.

TECHNICAL & POLICY IMPLICATIONS:

YMPO Personnel Policy & Procedures currently lists the ASRS and the long-term disability insurance as an employee benefit program.

ACTION NEEDED:

Members are requested to review, discuss and possibly approve action to adopt the ASRS Supplemental Salary Deferral Plan Resolution #150 supporting the YMPO employer enrollment.

PRIOR BOARD/COMMITTEE ACTIONS:

There have been no prior action ASRS (SSDP)

CONTACT PERSON:

Crystal Figueroa, Accountant II and Executive Assistant, 928-783-8911

YMPO INFORMATION SUMMARY for Agenda Item 9

Update on the 2019 RTS in Tucson

DATE: September 26, 2019

SUBJECT: Update on the 2019 Rural Transportation Summit (RTS) in Tucson

SUMMARY:

The 2019 RTS is scheduled for October 16-18, 2019, at the Casino Del Sol Resort in Tucson. The RTS is a fantastic opportunity for Arizona legislators, elected officials, transportation professionals, and other guests to engage in conversations on how to improve Greater Arizona. This year's theme is 'Rural Transportation Driven by Trade'. The program will feature three concurrent session tracks: Technical, Trade, and Transit. Below are some sessions to look forward to:

- Technical: CENSUS 2020 Strategies for a Complete Count in Your Community.
- Technical: ADOT Crash Data Collecting Program.
- Trade: Autonomous Trucking-The Future of Freight.
- Transit: Transit Planning for Successful Communities.

Below is a list of YMPO Executive Board members that have been registered for the RTS along with hotel reservations. Please contact Melissa Ramos at mramos@ympo.org or 928-783-8911 if you would like to make any changes to attendance or accommodations.

Some members and YMPO staff will be taking part in the golf tournament that will require them to check in a day before the RTS, October 15, 2019. The golfers will be briefed separately by Paul Ward. The tournament is scheduled from 8:00 am to 1:30 pm on October 16, 2019 at the Sewailo Golf Club, which is adjacent to the Resort.

Members are requested to review the table below and let YMPO staff know whether any changes are needed.

Table 1 - RTS Registration and Reservation Details					
Agency	Name	Title	Registration	Hotel	Nights
ADOT	Paul Patane	SW District Engineer	Yes (1)	Yes	2
Cocopah	J. Deal Begay	Vice Chairman	Yes	Yes	2
County	Lynne Pancrazi	Supervisor	Yes	Yes	3
County	Martin Porchas	Supervisor	Yes	Yes	3
San Luis	Maria Cruz	Vice-Mayor	Yes	Yes	2
Wellton	Cecilia McCollough	Mayor	Yes	Yes	2
Yuma	Edward Thomas	Councilmember	?	No	2

Table 1 - RTS Registration and Reservation Details					
Agency	Name	Title	Registration	Hotel	Nights
Yuma	Gary Knight	Deputy Mayor	Yes (1)	No	?
Somerton	Miguel Villalpando	Councilmember	?	No	?
Yuma	Jacob Miller	Councilmember	?	No	?

Note 1: Registered by ADOT

PUBLIC INPUT:

No specific input has been provided by members of the public on this subject.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: The RTS is the best conference for networking and learning about transportation options around the State that benefit organizations like YMPO and 'rural' regions like Yuma County.

POLICY: As part of the UPWP, the Executive Board supports attendance at the RTS and reimbursement of expenses.

ACTION NEEDED:

This item is for information and discussion only at this stage.

PRIOR BOARD/COMMITTEE ACTIONS:

This item was briefly discussed during the April and July Board meetings.

CONTACT PERSON:

Crystal Figueroa, Accountant II and Executive Assistant, 928-783-8911.

Rural Transportation - Driven by Trade					
2019 Rural Transportation Summit Program at a Glance					
Wednesday, October 16					
8:00 to 1:30 pm	Dave Barber Memorial Golf Tournament - Sewailo Golf Club				
11:00 to 5:00 pm	Registration From 11 am to 5 pm - Pre Function Area				
9:00 AM	COG/MPO Mobility Manager's Meeting - Ballroom B (Jeeka)				
10:00 am	Annual Tribal Leadership Meeting - Ballroom A (Choki)				
	Bus Simulator Exhibit - Ballroom E (Teeka)				
11:30	Rural Legislator Caucus Luncheon Meeting - Ballroom C (Taa'a)				
1:00 pm	COG/MPO Planner's Meeting - Ballroom A (Choki)				
3:00 pm	COG/MPO Directors Meeting - Ballroom D (Meecha)				
4:00 pm	Rural Transportation Advocacy Council (RTAC) Board Meeting - Ballroom B (Jeeka)				
5:00 pm	Welcome Summit Reception - Poolside Patio Area				
Thursday, October 17					
7:00 to 12:00 pm	Registration Open - Pre Function Area				
	Vendor Booths Open in Prefunction Area				
7:00 to 8:00 am	Breakfast Buffet Served in Ballroom C (Taa'a)				
7:45 to 8:15 am	<p>Welcoming Remarks - Ballroom C (Meecha)</p> <p>Honorable David Gomez, Supervisor, Greenlee County, Chair, SEAGO Executive Board</p> <p>Honorable Steve Miller, Supervisor, Pinal County, Chair, RTAC Board</p> <p>Honorable Arturo Garino, Mayor, City of Nogales</p> <p>Honorable Bruce Bracker, Supervisor, Santa Cruz County</p>				
8:15 to 9:15 am	<p>Opening General Session</p> <p>The Arizona - Mexico Connection - Binational Corridor Study</p> <p>Moderator: Randy Heiss - Executive Director, SEAGO</p> <p>Speakers: John Halikowski - Director, Arizona Department of Transportation</p> <p>Juan Ciscomani - Vice President, Arizona-Mexico Commission</p>				
Morning Sessions					
	TECHNICAL	TRADE	TRANSIT	TRANSIT	TECHNICAL
	BALLROOM A (CHOKI)	BALLROOM B (JEEKA)	BALLROOM D (MEECHA)	BALLROOM E (TEEKA)	BALLROOM G (SEEWA)
9:30 to 10:20 am	3-D Design - Front End Investments to Reduce Costs, Save Time and Better Manage Facilities	Finding the Sweet Spot: Arizona, Canada, and Mexico Trade Relationship	Developing a Custom Ridership Tracking App for a Rural Community	Building a Results Driven Driver Training Program	ADOT Crash Data Collection Program
10:30 to 11:20 am	Tribal Transportation Roundtable and TERO Presentation	Harnessing the Maquiladora Industry to Accelerate Rural Arizona's Economy	Transit Planning for Successful Communities		Maricopa Cty DOT: Rural Challenges, Best Practices and Partnership Solutions
11:30 to 12:20 pm	Safe Transportation for Every Pedestrian (STEP) and Reducing Rural Roadway Departures	Port of Tucson - Arizona's Active Inland Port	Roles and Responsibilities of Transit Managers		Automated and Connected Vehicles: Opportunities and Challenges
Lunch 12:30 to 2:15 pm	<p>Presentation of Summit Scholarship(s)</p> <p>Lunchtime Session</p> <p>News From the Hill - Federal Congressional Update</p> <p>Erich Zimmerman, National Assoc. of Regional Councils</p> <p>Building Support for Transportation Funding In Your Community</p> <p>Christopher Bridges, Administrator, Central Yavapai Metropolitan Planning Organization</p> <p>Panelists: Kevin Adam, Rural Transportation Advocacy Council</p>				
Afternoon Sessions					
2:30 to 3:20 pm	CENSUS 2020 - Strategies to Ensure a Complete Count in Your Community	Autonomous Trucking - The Future of Freight	Enhancing Your Mobility Management Program	Building a Results Driven Driver Training Program	Get Your AzTA on the Bus!
3:30 to 4:20 pm	Performance Based Planning and Programming	Uncertain Road Ahead - Integrating Autonomous Vehicles Into Your Long Range Transportation Plan	Area Agencies on Aging - Keys to Leveraging 5310 Funding		Transforming Transportation through Diverse Partnerships
4:30 to 6:00 pm	Reception - Ballroom Terrace				
Dinner 6:00 PM	<p>Closing General Session</p> <p>Trade, Tariffs and the USMCA</p> <p>Guest Speaker: Glenn Hamer - President/CEO, Arizona Chamber of Commerce and Industry</p>				
Friday, October 18					
9:00 AM	State Transportation Board Meeting - Sahuarita Town Council Chambers				

ARIZONA LEADERS HELP SONORA DEDICATE SAFETY CORRIDOR TO PUERTO PEÑASCO

A **S SONORA DEDICATED** a safety corridor on March 5 along Federal 8 between Lukeville and Puerto Peñasco, Arizona leaders including ADOT Director John Halikowski helped mark the occasion.

Traveling to Sonoyta, just south of the border, these Arizonans joined Sonora officials in recognizing a binational effort that led to the safety corridor.

They noted that Arizonans will benefit from Mexico's safety corridor as they head to the beaches of Rocky Point, while Sonora residents will benefit when they head to Sonoyta and visit Arizona.

This partnership is about increasing safety and working together with mutual respect.

Resulting from a joint agreement signed by Governor Doug Ducey and Sonora Governor Claudia Pavlovich at a summit held in Rocky Point in December, the safety corridor includes road signs with safety messages in Spanish and English and a pilot program that will have Sonora sharing information from that area to 511 and ADOT's Arizona Traveler Information site, az511.gov.



From left, Border Liaison Unit Operations Manager Mark Sanders, Officer Francisco Cordova, Director John Halikowski, Officer Guillermo Carbajal, Enforcement and Compliance Division Director Tim Lane and Lt. Johnny Villaneda



Many speakers, including leaders from Arizona, helped dedicate the Safety Corridor in early March.

ADOT representatives visited Mexico to train first responders and government officials on traffic incident management, which promotes quickly clearing incident scenes when appropriate while safeguarding motorists and emergency workers. Traffic incident management techniques have been shown to reduce secondary crashes that often are more serious than the initial incidents.

“Our long-standing partnership with Mexico is as strong as ever and this safety corridor between Arizona and Sonora is a great example of how cross-border collaboration helps promote safety and tourism for everyone,” Governor Ducey said in a news release. “Governor Pavlovich has been an incredible partner on this safety corridor, and I thank her for all of her efforts.”

~ Tom Herrmann, ADOT Communications



Director John Halikowski speaks at the March 5 event in Sonoyta.

Photos: John Dougherty, ADOT Communications