



**TECHNICAL ADVISORY  
COMMITTEE  
REGULAR MEETING MINUTES**

*Local Governments and Citizens Working Together*

**TECHNICAL ADVISORY COMMITTEE (TAC)  
Regular Meeting  
Thursday, September 12, 2019, 9:00 AM**

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

**YMPO TAC Meeting**

Thu, Sep 12, 2019 9:00 AM – 11:30AM PDT

**YMPO TAC Webinar Link**

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**YMPO TAC MEMBERS**

Chair	VACANT
Interim-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	Chris Young, County Engineer Director, Yuma County
Member	Jennifer Albers, Principal Planner, City of Yuma
Member	Jeff Kramer, City Engineer, City of Yuma
Member	Joshua Scott, Public Works Director, Yuma County

**YMPO TAC MEMBERS ABSENT**

Member	Omar Heredia, Planner, Cocopah Indian Tribe
Member	Jennifer Albers, Principal Planner, City of Yuma

**YMPO TAC EX-OFFICIOS**

FHWA	Romare Truly- Called In
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**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 Interim-Chair Eulogio Vera, called the meeting to order at 9:13 am. The City of Yuma declaration of votes: Jeff Kramer 2 votes and Susan Cowey 3 votes.

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.

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.

Charles Gutierrez announced that Gene Dalbey was in a bicycle accident. Once more information becomes available Charles Gutierrez will provide an update.

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

The draft TAC minutes of August 8, 2019 and the YMPO TAC Workshop minutes will be presented at the October 2019 TAC meeting.

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

Mike Blankenship, Greenlight Traffic Engineering provided an update on the Bike/Ped Study and Design Standards. The update included a presentation, via online seminar, of the Social Pinpoint that Greenlight Traffic Engineering is utilizing to promote public participation. Mike Blankenship demonstrated how to navigate the online Social Pinpoint and reviewed some bike routes that had comments from the public. So far there are 170 comments from the public.

Mike Blankenship also presented Bike/Ped crash data. The data is based off the last five years. Below is the link.

<https://drive.google.com/open?id=1KHwS09syzOriEJbjFc9IYFErIs1GT4KN&usp=sharing>

Paul Ward asked Mike about Design Standards. Mike explained that at the next TAC meeting we will hit that subject heavily. Some data will be sent over prior to the TAC so as to do some homework.

6. **YMPO Safety Plan Update..... Information, Discussion, and/or Action**  
 Greenlight TE sent out a couple of spreadsheets last month and have received comments from the County. The document will be sent back out to the TAC for additional comments because it was updated. It is the Network Screening for Signalized intersections. This is the first cut of the ranking. Does the ranking make sense and that is like the comments we would like to have? Is this the ranking that is acceptable based off of jurisdiction? Where did the AADT from the spreadsheets from YMPO and ADOT TDMS mapping. The calculations look a little fishy. What is the most accurate form of data that we should be using or what? Do we use the ADOT TDMS or YMPO data? Charles made the comment that ADOT and YMPO are working on updating all volumes.  
 GTE would like to have comments sent to them for the signalized intersections. A composite ranking was made based off of the data provided and using the calculations. YMPO will look at all AADTs and will comment on that. GTE will send the latest updated spreadsheets so we can review.
  
7. **Highway Safety Improvement Program ..... Information, Discussion, and/or Action**  
 GTE supplied the member agencies with 9 applications from the region for the FY 24/24. The city of Yuma with 4, City of San Luis with 1, and Yuma County with 4 applications. The ADOT competitive process with w benefit/cost (B/C) ration of 2.5> on all eligible projects. GTE was successful in writing 8/9 applications (Yuma County 4, San Luis 1, and Yuma 3).  
 We thank Mike Blankenship, Scott Kelly, and GTE Staff for their work for the implementation phase and look forward to completing the rest of the Safety Plan.
  
8. **YMPO Traffic Count Study Update ..... Information, Discussion, and/or Action**  
 This item is cancelled
  
9. **Request for Proposal Process..... Information, Discussion, and/or Action**  
 The Pavement Management Study has been temporarily suspended. The YMPO staff and TAC will discuss the changes required to re-release the study for the process to determine the suitable consultant for the study to continue.
  
10. **Every Day Counts Presentation.....Information and Discussion**  
 Federal Highways Administration will provide a presentation on the Every Day Counts (EDC) Initiative
  
11. **Regional Studies and Plans..... Information, Discussion, and/or Action**  
**Short-Range Transit Plan-** The RFP was released on September 4, 2019.  
**Pavement Management Study-** The re-release date is September 17, 2019.  
**Intelligent Transportation System Study-** Released date is to be announced.  
**Rail, Heavy Freight, and Corridor Alignment Study-** Released date is to be announced.  
**Regional Transportation Plan-** The process will begin in 2020.
  
12. **In-kind Match Forms .....Information and Discussion**  
 Charles Gutierrez reminded the TAC to complete and submit In-kind Match forms when working on YMPO assignments. In-kind Match forms can also be found on the YMPO website under the TAC Agendas & Minutes section.

13. **YMPO and ADOT.....Information and Discussion**  
**YMPO-** Charles Gutierrez announced that Joshua Scott, Public Works Director for Yuma County is back on the TAC. Maggie Castro, Planning & Zoning Director for Yuma County will no longer be a member of the YMPO TAC, resulting in that the YMPO Chair position is vacant. Discussion on appointing a new Chair is deferred until the October 2019 TAC meeting.  
**ADOT-** Mark Hoffman reminded the TAC that the PARA Program is still suspended for local projects. ADOT will begin a Port of Entry Study for interstate ports and a Statewide Storm Water and Erosion Study. ADOT has started the process for the 5-year Facilities Construction Program.
14. **TAC Status Reports.....Information and Discussion**  
 Member agencies had the opportunity to report the status of their projects (Local or Federal).
- Town of Wellton:  
**Coyote Wash Bridge-** Construction started on Monday September 9, 2019.
- 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-** No change to the status of this project, working on the environmental clearance.
- City of Yuma:  
**1<sup>st</sup> Avenue, 16<sup>th</sup> Street to Orange-** This project will continue until Christmas time.  
**16<sup>th</sup> Street, Avenue B to Avenue C-** Designs are completed and evaluating job order proposals.  
**3E 32<sup>nd</sup> Street to 40<sup>th</sup> Street-** Designs are completed and evaluating job order proposals. Construction should begin in November 2019.
- City of Somerton:  
 No projects to report on.
- ADOT:  
 Araby Road Roundabout (South).
- Cocopah Indian Tribe:
15. **Future Agenda Items .....Discussion**  
 Members will have the opportunity to suggest future items for the TAC agenda.  
 A. Functional Classification.  
 B. Conformity Determination Update
16. **Progress Reports.....Discussion**  
 YMPO staff has provided a list of recent activities.

- A. August 8 – ADOT FY 23/24 Safety Review Committee, Charles Gutierrez Attended
- B. August 9 – MPO/COG Planners Meeting – Charles Gutierrez Attended
- C. August 9 – TITLE VI Plan Review @ ADOT – Charles Gutierrez attended
- D. August 12 – ADOT/YMPO Coordination Meeting – Paul Ward and Charles Gutierrez attended with Gary Knight -City of Yuma, Paul Patane and Michael Jones – ADOT Southwest District
- E. August 14 – ADOT LPA Meeting, Charles Gutierrez participated
- F. August 14 – Regional Tax Meeting, Paul Ward attended
- G. August 15 – ADOT LPA HURF Walk-Thru @ Yuma County, Paul Ward and Charles Gutierrez attended
- H. August 15 – Networking for Community Resources, Melissa Ramos and De'Laurien McKenzie participated
- I. August 19 – Regional Haze second Implementation Period, Paul Ward Participated
- J. August 19 – E-Grants Reimbursement Webinar, Crystal Figueroa and Melissa Ramos participated
- K. August 21 – Short-Range Transit Plan meeting, Paul Ward and Melissa Ramos attended
- L. August 22 – MPO/COG Director's Meeting, Paul Ward participated
- M. August 26 – YMPO GIS Assistance Kick-off, Paul Ward, De'Laurien McKenzie, and Charles Gutierrez participated
- N. August 26 – YCIPTA Board Meeting, Paul Ward and Melissa Ramos attended
- O. August 28 – Kimley-Horn and Associates meeting, Paul Ward attended
- P. September 4 – YMPO/ADOT Traffic Count Meeting, Paul Ward, Robert Aguilar, De'Laurien McKenzie, and Charles Gutierrez attended
- Q. September 4 – Rail and Heavy Freight Meeting with AZTEC, Paul Ward attended
- R. September 5 – YMPO TAC Workshop, Paul Ward and Charles Gutierrez attended
- S. September 10 – PASS Training, Melissa Ramos attended

**17. Adjournment**

Interim-Chair Eulogio Vera adjourned the TAC Meeting at 10:44 am.

*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.*

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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Eulogio Vera, YMPO  
TAC Interim-Chair