

EXECUTIVE BOARD REGULAR MEETING AGENDA

Local Governments and Citizens Working Together

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

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

YMPO EXECUTIVE BOARD

Chair	Martha Garcia, Vice-Mayor, City of Somerton
Vice-Chair	Maria Cruz, Vice-Mayor, City of San Luis
Sec./Treasurer	Martin Porchas, Board of Supervisors, Yuma County
Member	J. Deal Begay, Jr., Vice Chairman, Cocopah Indian Tribe
Member	Cecilia McCollough, Mayor, Town of Wellton
Member	Gary Knight, Councilmember, City of Yuma
Member	Paul Patane, Southwest District Engineer, ADOT
Member	Lynne Pancrazi, Board of Supervisors, Yuma County
Member	Karen Watts, Deputy Mayor, City of Yuma
Member	Chris Morris, Councilmember, City of Yuma

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

1. Call to Order and the Pledge of Allegiance.
The meeting will be called to order and members will be asked to recite the Pledge of Allegiance.
2. Roll Call Attendance and Declaration of Votes.
Crystal Figueroa, YMPO Accountant II and Executive Assistant, will call the attendance roll, and if any members of the City of Yuma and/or Yuma County are not in attendance, those members that are in attendance will have the opportunity to declare which members will carry their respective number of proxy votes.
3. Title VI Declaration and Call to the Public.
De'Laurien McKenzie, YMPO Associate Planner, will read a brief message reminding member of our Title VI obligations. In addition, this item provides an opportunity for comments by the public on subjects **not** on the agenda. Individuals

wishing to address the Board need not request permission in advance and are limited to three (3) minutes. Due to the revised nature of the meeting, members of the Public are requested to contact YMPO staff with any questions they may have.

4. Consent Agenda.
 - A. Approval of the March 26, 2020 Board Meeting Minutes
 - B. YMPO Income/Expenditure Report for March 2020

A copy of the draft minutes of the previous Board meeting, from March 26, 2020, as well as the Income and Expenditure Reports for March 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 March 26, 2020, Board meeting and to review, discuss, and acknowledge receipt of the financial report.

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

5. YMPO 2020 Bicycle and Pedestrian Study and Design Standards Final.

The YMPO 2020 Bicycle and Pedestrian Study and Design Standards effort has come to a conclusion. The study started in January 2019 and all member agencies were consulted during the conduct of the study and the development of the design standards. At their meeting on March 12, 2020, the YMPO Technical Advisory Committee recommended acceptance of the study and the design standards.

This item is on the agenda for information, discussion, and possible action to accept the YMPO 2020 Bicycle and Pedestrian Study and Design Standards - Final Report. An electronic copy of the final report is included as part of this agenda packet and printed copies will be mailed to all members prior to the meeting. Mr. Michael Blankenship, P.E., of Greenlight Traffic Engineering, will present this agenda item.

6. Short-Term Loan of Federal Funds and Obligation Authority to ADOT

YMPO receives approximately \$1 million in Federal Surface Transportation Block Grant (STBG) funds each year, through ADOT, and is expected to spend these funds in a timely manner. These funds are usually programmed for construction projects submitted for consideration by YMPO member agencies. ADOT publishes a ledger balance to alert MPOs regarding the funds available and makes adjustments to this balance as various steps in a project's development occur, such as when Project Agreements and Modified Project Agreements are made and when projects are 'Final Vouchered'.

YMPO is required to utilize all the Federal funds provided, each year and ADOT has set up a series of deadlines to guide agencies. Currently, YMPO has an unused balance of \$100,413.09 in FY 2020 funds. It is not possible for member agencies to utilize the funds in the current fiscal year, given the time frame available and the present deadlines that we need to meet. ADOT has offered YMPO the option of 'loaning' the funds to them and have committed to returning the funds to us at the beginning of the next fiscal year, in July 2020.

This item is on the agenda for information, discussion, and/or possible action to authorize the loan of \$100,413.09 in Federal STBG funds to ADOT. Charles Gutierrez, YMPO Senior Planning/Mobility Manager, will present this subject and further information is available in an Information Summary that is included as Item 6.

7. Steps to Achieve the 2020 Census.

YMPO staff will give a brief update on recent efforts made by member agencies and upcoming events, regarding the Decennial Census.

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

8. 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 (Az Transit Association 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.

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. FY 2018-19 Audit.
- B. Changes to the YMPO Title VI Report.
- C. Possible future property status.
- D. Future Regional Transportation Funds update.

13. Progress Reports.

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

- A. Mar 30 - FHWA Bike/Ped Scalability teleconference.
- B. Mar 30 - YMPO/SCMPO GoToMeeting Training.
- C. Apr 1 - ADOT Mobility Manager's teleconference (CG).
- D. Apr 2 - Rise Service Budget teleconference (CG).
- E. Apr 2 - Live Traffic Data Webinar (CG).
- F. Apr 2 - ADOT BUILD Grant meeting (PW).
- G. Apr 2 - ADOT/YMPO teleconference.
- H. Apr 6 - RTAC meeting (League Building).
- I. Apr 7 - YMPO Staff meeting.
- J. Apr 7 - CARES Act Overview webinar.
- K. Apr 8 - Firewall and VPN Project.
- L. Apr 8 - YCIPTA/YMPO SRTP teleconference.
- M. Apr 13 - COG/MPO Planner's meeting.
- N. Apr 13 - COG/MPO/ADOT Working Group.
- O. Apr 15 - ADOT Mobility Manager's teleconference (CG, MR).
- P. Apr 17 - AZSTB meeting (Flagstaff).
- Q. Apr 20 - ADOT/YMPO Coordination meeting.
- R. Apr 22 - YCIPTA/YMPO SRTP meeting (teleconference).
- S. Apr 23 - Yuma Chamber of Commerce Transportation Committee.
- T. Apr 28 - Pedestrian Emphasis Area Team teleconference.
- U. Apr 28 - COG/MPO Director's meeting.

14. Adjournment.

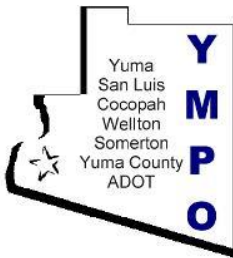
Notice: In accordance with the Americans with Disabilities Act (ADA) and section 504 of the Rehabilitation Act of 1973, YMPO does not discriminate on the basis of disability, in the admission of, or access to, or treatment or employment in, its programs, activities, or services. If you have any questions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

Anticipated Future 2020 Meeting Locations

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

May 28, 2020 Cocopah Indian Tribe Resort & Conference Center, Shell Room,
15268 South Avenue B, Somerton, Arizona 85364.

June 25, 2020 City of Yuma, City One Plaza, Room 190, Yuma, Arizona 85364.



EXECUTIVE BOARD REGULAR MEETING MINUTES

Local Governments & Citizens Working Together

**Executive Board
Regular Meeting
Thursday, March 26, 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 1:31 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 *
Vice-Chair	Maria Cruz, Vice-Mayor, City of San Luis *
Secretary/Treasurer	Martin Porchas, Board of Supervisors, Yuma County * ^
Member	J. Deal Begay, Jr, Vice-Chairman, Cocopah Indian Tribe *
Member	Cecilia McCollough, Mayor, Town of Wellton *
Member	Gary Knight, Councilmember, City of Yuma *
Member	Paul Patane, ADOT SW District Engineer *
Member	Lynne Pancrazi, Supervisor, Yuma County
Member	Karen Watts, Deputy Mayor, City of Yuma *
Member	Chris Morris, Councilmember, City of Yuma *

* Participated by teleconference

^ Supervisor Porchas joined the meeting at 1:39 p.m.

As members from all 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 Chris Morris declared one vote for himself and two votes each for Deputy Mayor Karen Watts and for Councilmember Gary Knight, for a total of five votes for the City of Yuma. Supervisor Lynne Pancrazi confirmed that she held a standing proxy vote for Supervisor Martin Porchas unless, or until, Supervisor Porchas is present, giving Supervisor Pancrazi (temporarily) two votes.

3. Title VI Declaration and Call to the Public

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

4. Consent Agenda

A. Approval of the February 27, 2020, Board Meeting Minutes

B. YMPO Income/Expenditure Report for February 2020

Councilmember Knight requested Councilmember Edward Thomas' name be removed from the Board Minutes, as he was not present. Mr. Knight questioned the Income/Expenditure Report and asked why the year-to-date expenses exceeded the revenue. Crystal Figueroa, YMPO Accountant, explained that the net ordinary income shows as negative because the billing reimbursement requests are still being requested by YMPO and processed by ADOT for the last three months. In general, the net ordinary income will almost always show a negative amount due to the delay in the billing and reimbursement process and due to accrual accounting rules, which require transactions to be recorded in the period they occur, not when the cash is received.

MOTION: Supervisor Pancrazi moved to approve the consent agenda as presented, with requested change by Councilmember Knight to remove Councilmember Thomas's name from the minutes. Deputy Mayor Watts seconded, and the consent agenda was unanimously approved.

5. YMPO 2020 Bicycle and Pedestrian Study and Design Standards Final.

Mr. Ward informed the Board that the consultant, Mr. Michael Blankenship, P.E., of Greenlight Traffic Engineering sent his regrets at not being able to present on the YMPO 2020 Bicycle and Pedestrian Study and Design Standards due to a last-moment conflicting engagement. Mr. Ward asked to defer item to a future Board meeting and bring forth item number nine.

9. Central Arizona Governments (CAG) Loan - Repayment.

Andrea Robles, CAG Executive Director expressed her sincere regrets for not being able to personally be present to thank each one of the Board members in person. She thanked and expressed her gratitude to YMPO members for stepping-in with financial assistance following the government shutdown. She continued by stating that the loan from YMPO had helped to continue CAG operations and help them to a path to financial stability.

Yvonne Tackett, CAG Finance Manager, reported that the payment consist of \$150,000 plus \$3,000 of interest, for a total amount of \$153,000. Ms. Tackett thanked the Board and reported the check has been signed and sent via certified mail.

Vice-Mayor Cruz accepted Ms. Robles' and Ms. Tackett's expression of gratitude and stated that Board was happy to have been able to help during the difficult time for CAG.

6. Possible BUILD Grant 2020 for US-95.

Mr. Ward reminded the Board that the highest priority within the YMPO region is funding to improve US 95 between Avenue 9E to Aberdeen Road. He reported that last year, ADOT programmed \$28 million in State funds to construct and design a segment of US-95. He also mentioned ADOT's efforts with the BUILD application which was not successful at the time.

Mr. Ward mentioned that, this year, during monthly discussions between YMPO and ADOT staff, the staff identified possible improvements to the application that may result in a more positive outcome. Mr. Ward mentioned that hiring a local consultant to analyze the previous application and assist with the new application process could provide additional benefits. He reported that, based on the guidance, given by the Board during the last meeting, he negotiated a fee with Wilson and Company for not-to-exceed \$25,000 to assist ADOT in applying for the 2020 BUILD Grant for US-95.

MOTION: Councilmember Knight moved to approve Mr. Ward's hiring of Wilson and Company to assist ADOT in applying for the 2020 BUILD Grant for US-95. Vice-Mayor Cruz seconded, and the motion was unanimously approved.

7. Unified Planning Work Program (UPWP) - Amendment #2.

Crystal Figueroa, YMPO Accountant, presented Amendment #2 to the FY 2020 of the FY 2020-21 UPWP. She informed the Board that, during the development of the UPWP, it was anticipated that a Federal Transit Administration (FTA) Grant of approximately \$160,000 in FTA 5305 Planning funds would be received; however, this grant was not successful. She explained that as a result, to make up for the loss in 5305 funds, YMPO is requesting to use some Federal Highway Administration Surface Transportation Block Grant (STBG) funds for the Long-Range Transportation Update (LRTP) which is anticipated to cost \$350,000.

Included in the amendment is the request to transfer \$265,000 of STBG funds to the FY 2020-21 UPWP for the LRTP Implementation Phase that will start in a few months. She mentioned a separate request that would program \$15,787.47 of local funds under the Special Projects task to hire a consultant for technical assistance for US -95 2020 BUILD Grant Application, as just approved in the previous agenda item. She included the transfer of some PL and SPR funds from the ITS Framework Study funds to completely fund the Pavement Management System Study which had recently started. The ITS Framework

Study, along with the Rail/Heavy Freight Study are being deferred to FY 2021 and the POE Study reduced from \$40,000 to \$32,254 in FY 2020.

MOTION: Councilmember Knight moved to approve Amendment #2 to the FY 2020-21 UPWP and FY 2020 Annual Budget. Deputy Mayor Watts seconded, and the motion was unanimously approved.

8. FY 2020-24 YMPO Transportation Improvement Program (TIP) - Amendment #1.

Charles Gutierrez, YMPO Senior Planning/Mobility Manager, informed the Board that the City of Somerton requested to move \$87,723 of unused funding from the design phase of their Cesar Chavez Boulevard: Cano Street to Fulton Street to the construction phase. He reminded members that the funds are Highway Users Revenue Funds (HURF). Mr. Ward also requested consideration of the \$265,000 of STBG funds to the YMPO FY 2020-21 UPWP for the Long-Range Transportation Plan Update as part of Amendment #1.

MOTION: Councilmember Knight moved to approve Amendment #1 to the FY 2020-2024 YMPO TIP to exchange Federal/HURF funds between phases of a project for the City of Somerton; and to add \$265,000 STBG funds to the YMPO FY 2020-21 UPWP for the LRTP Update. Supervisor Pancrazi seconded, and the motion was unanimously approved.

10. Steps to Achieve the 2020 Census

DeLaurien McKenzie, YMPO Associate Planner, informed the Board that some Complete Count Committee meetings and other events around the Yuma Region have been canceled or suspended due to the COVID-19 crisis. He reported that April 1, 2020, is still the official start of the 2020 Census and urged everyone to please fill out the applications so that you will be counted.

He noted that everyone working with the 2020 Census is on standby as COVID-19 continues to develop across the nation and new information is released regarding the Census. Mr. McKenzie mentioned that, during this difficult time, there is uncertainty about designated personnel knocking on doors to inform the public about the Census and that this most likely not happen for the safety of all involved in the effort. He mentioned that completing the Census online for your household is practical and straight forward and will provide Census updates during the next Board meetings.

11. Future YMPO Meetings

Mr. Ward reported that, due to the risk to public health caused by the possible spread of Coronavirus (COVID-19) at public gatherings, YMPO has determined that, until further notice, all public meetings will be held through technological means. He reported that he had consulted Chair Garcia prior to making this decision. However, he felt it was appropriate to ask the Board for their opinion on holding all future YMPO meetings via technological means, until such a time that it is safe to hold them in-person.

Board members indicated their general support and agreement with the suggested measure. Councilmember Knight mentioned that, until there is a new Executive Order from the Arizona Governor, or the region's Mayors he feels that this is the only realistic option.

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

- A. Staff Reports - Future Meetings.
- B. TAC Minutes.
- C. Conference Updates (Az Transit Association and Roads & 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. FY 2018-2019 Audit.
- B. Actual Repayment of CAG Loan.
- C. Title VI Approval.
- D. Possible future property status.
- E. Future Regional Transportation Funds update.

14. Progress Reports.

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

- A. Mar 2 - BUILD Grant 2020 Action Plan meeting.
- B. Mar 3 - Federal Transportation Reauthorization teleconference.
- C. Mar 4 - Budget meeting (HOPE) ?
- D. Mar 4 & 5 - State STSP Emphasis Area meetings.
- E. Mar 5 - TAC agenda to members.
- F. Mar 9 - RTAC meeting (League Building, Phoenix).
- G. Mar 9 - ADOT/YMPO Coordination meeting.
- H. Mar 9 - IMCP meeting.
- I. Mar 10 - Discuss BUILD Grant with Wilson & Co (CG)
- J. Mar 11 - Paul returned to work.
- K. Mar 11 - YMPO BUILD Grant meeting.
- L. Mar 12 - TAC meeting.
- M. Mar 12 - RTP Discussion with Greenlight.
- N. Mar 12 - Special YMPO meeting (Approve BUILD Grant).
- O. Mar 13 - YCIPTA/YMPO SRTP Kick-Off meeting (PW, CG, MR).
- P. Mar 16 - CTS meeting (Census and Population - PW).

- Q. Mar 16-18 - FHWA Title VI Training (cancelled).
- R. Mar 17 - EB agenda to New Chair only.
- S. Mar 19 - Title VI On-Site Compliance Review Action Plan.
- T. Mar 20 - AZSTB meeting (Marana).
- U. Mar 23 - ADEQ Regional Haze Stakeholder's meeting.
- V. Mar 23 - YCIPTA Board meeting.

15. Adjournment.

There being no further business to discuss, the meeting was adjourned at 2:17 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:

Crystal Figueroa, Executive Assistant
and Accountant II, YMPO

Minutes reviewed to form by:

Minutes approved in regular session on
April 30, 2020

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

Vice-Mayor Martha Garcia,
Chair, YMPO Executive Board

Yuma Metropolitan Planning Organization
Revenue & Expense Budget Performance
March 2020

	Mar 20	Jul '19 - Mar 20	YTD Budget	% of Budget
Income				
4000 · ADOT Grant				
4001 · PL	0.00	113,339.83	485,746.00	23.33%
4002 · SPR	0.00	65,833.53	275,073.00	23.93%
4003 · HSIP	0.00	33,074.03	33,074.00	100.0%
4004 · STBG	0.00	0.00	265,000.00	0.0%
Total 4000 · ADOT Grant	0.00	212,247.39	1,058,893.00	20.04%
4010 · FTA Grant				
4020 · 5303/5305	0.00	48,038.67	181,285.00	26.5%
4021 · 5304	0.00	0.00	95,000.00	0.0%
Total 4010 · FTA Grant	0.00	48,038.67	276,285.00	17.39%
4050 · ADEQ Grant	0.00	0.00	10,000.00	0.0%
4055 · 5310 Funds				
4051 · 5310 -Saguaro Foundation	0.00	5,000.00	5,000.00	100.0%
4055 · 5310 Funds - Other	0.00	30,140.75	66,425.00	45.38%
Total 4055 · 5310 Funds	0.00	35,140.75	71,425.00	49.2%
4200 · YMPO UPWP Dues	0.00	80,404.81	80,404.81	100.0%
4400 · Interest Income	1,192.67	22,425.63	23,000.00	97.5%
4600 · Charges for Services				
4904 · Traffic Count Revenue	337.33	10,322.55	9,985.22	103.38%
Total 4600 · Charges for Services	337.33	10,322.55	9,985.22	103.38%
Total Income	1,530.00	408,579.80	1,529,993.03	26.71%
Gross Profit	1,530.00	408,579.80	1,529,993.03	26.71%
Expense				
5110 · Payroll Expenses				
5111 · Fringe Benefits	2,248.49	18,272.51	29,306.00	62.35%
5112 · Part Time Staff-Salaries				
5133 · Part Time Staff-Salaries- Local	2,030.63	7,201.10	7,323.00	98.34%
5112 · Part Time Staff-Salaries - Other	4,777.60	25,076.94	87,411.00	28.69%
Total 5112 · Part Time Staff-Salaries	6,808.23	32,278.04	94,734.00	34.07%
5113 · Full Time Staff-Salaries	22,657.93	207,282.86	382,076.00	54.25%
5115 · Health Insurance-ER Portion	3,940.00	35,460.00	47,280.00	75.0%
5116 · ASRS	2,977.17	26,534.27	48,773.00	54.4%
5117 · Workman's Comp Insurance	0.00	1,470.00	1,485.00	98.99%
5118 · FUTA Payroll Expense	41.24	369.21	546.00	67.62%
5120 · Life Insurance	130.00	1,300.00	1,560.00	83.33%
Total 5110 · Payroll Expenses	38,803.06	322,966.89	605,760.00	53.32%
5123 · Consulting Services				
5134 · Contractual-Local	0.00	20,645.92	51,420.47	40.15%
5123 · Consulting Services - Other	7,317.50	125,555.38	602,705.00	20.83%
Total 5123 · Consulting Services	7,317.50	146,201.30	654,125.47	22.35%
5124 · Staff Training/Education	0.00	325.00	6,914.00	4.7%
5125 · Audit Services	11,500.00	23,500.00	23,352.00	100.63%
5126 · Payroll Processing Fees	449.53	2,716.97	4,500.00	60.38%
5128 · Accounting Services	0.00	0.00	23,500.00	0.0%
5129 · Public Participation	0.00	0.00	1,000.00	0.0%
5130 · Reimbursement of Expenses	0.00	0.00		
5131 · Data Process, Software, Hardware	453.85	2,406.46	15,000.00	16.04%
5132 · Furniture and Equipment	0.00	566.88	4,000.00	14.17%
5140 · Legal	0.00	2,127.50	6,776.00	31.4%
5150 · IT Support	0.00	0.00	900.00	0.0%
5151 · Building, Contents Insurance	0.00	4,145.54	4,550.00	91.11%

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

	Mar 20	Jul '19 - Mar 20	YTD Budget	% of Budget
5152 · Equipment Maintenance	197.38	802.69	650.00	123.49%
5153 · Office Supplies	143.76	1,334.35	5,153.00	25.9%
5154 · Postage	0.00	129.73	800.00	16.22%
5155 · Printing	0.00	530.26	1,000.00	53.03%
5157 · Publications, Subscriptions	0.00	294.77	1,500.00	19.65%
5158 · Registration Fees	1,925.00	5,205.00	5,158.00	100.91%
5159 · Special Meetings	0.00	205.79	4,000.00	5.15%
5160 · Telecommunications	3,500.09	9,454.95	11,000.00	85.95%
5162 · Vehicle Insurance	0.00	4,595.22	6,000.00	76.59%
5163 · Vehicle Maint., Repairs, Parts	51.24	258.65	3,000.00	8.62%
5164 · YMPO Memberships & Dues	1,024.54	3,654.54	3,500.00	104.42%
5165 · Finance Charges and Interest	3.51	93.51	500.00	18.7%
5166 · Website Maintenance	67.66	596.41	2,000.00	29.82%
5167 · Miscellenous Consumables	2.29	739.62	2,000.00	36.98%
5169 · Miscellaneous-Expense	0.00	516.14	4,000.00	12.9%
5171 · Alarm System	0.00	389.00	497.00	78.27%
5172 · Lease	3,661.20	18,306.00	32,000.00	57.21%
5173 · Electric Bill	528.00	4,754.32	9,000.00	52.83%
5174 · Grounds Maintenance	160.00	1,640.00	2,700.00	60.74%
5175 · Janitorial	375.00	3,000.00	4,500.00	66.67%
5179 · Office Building Repairs				
5181 · Pest Control	0.00	288.00	500.00	57.6%
5179 · Office Building Repairs - Other	0.00	69.04	1,000.00	6.9%
Total 5179 · Office Building Repairs	0.00	357.04	1,500.00	23.8%
5182 · Sewer & Water	66.41	831.35	1,300.00	63.95%
5190 · Travel - Local & Outside County	38.50	13,616.71	20,000.00	68.08%
5191 · T530- Traffic Count Fuel	0.00	1,398.43	4,000.00	34.96%
5630 · T530 Traffic Count Equipment				
5631 · T530-Local COY Materials	392.00	392.00	1,088.00	36.03%
5630 · T530 Traffic Count Equipment - Other	526.84	3,592.31	3,575.00	100.48%
Total 5630 · T530 Traffic Count Equipment	918.84	3,984.31	4,663.00	85.45%
Total Expense	71,187.36	581,645.33	1,480,798.47	39.28%
Net Ordinary Income	-69,657.36	-173,065.53	49,194.56	-351.8%
Other Income/Expense				
Other Income				
4900 · In-Kind Match Revenue	6,909.80	69,097.30	227,056.00	30.43%
Total Other Income	6,909.80	69,097.30	227,056.00	30.43%
Other Expense				
9200 · In-Kind Match Expenses	6,909.80	69,097.30	216,276.00	31.95%
Total Other Expense	6,909.80	69,097.30	216,276.00	31.95%
Net Other Income	0.00	0.00	10,780.00	0.0%
Net Income	-69,657.36	-173,065.53	59,974.56	-288.57%

10000 - Wells Fargo - YMPO General Account	\$93,738.12
10009 - Wells Fargo - YMPO Payroll Account	\$40,020.10
10100 - Yuma County Treasurer - YMPO Account	\$1,417,034.91
	\$1,550,793.13

YMPO INFORMATION SUMMARY for Agenda Item #6

Short-Term Loan of Federal Funds to ADOT

DATE: April 20, 2020

SUBJECT: Short-Term Loan of Federal Funds and Obligation Authority to ADOT.

SUMMARY:

Each year, YMPO receives, through ADOT, approximately \$1 million in Federal Surface Transportation Block Grant (STBG) Funds, together with an appropriate amount of Obligation Authority (OA). YMPO programs these funds on various projects put forward by member agencies, up to five years ahead, through the Transportation Improvement Program (TIP) process. However, YMPO is required to utilize all of the OA that we receive in the current year of the program (FY 2020) OR we may lose the use of the funds and the OA.

Every month, ADOT publishes a ledger balance to alert MPOs regarding the funds available and makes adjustments to this balance as various steps in a project's development occur, such as when Project Agreements and Modified Project Agreements are made and when projects are complete and receive a 'Final Voucher'.

YMPO is required to utilize all the Federal funds provided, each year and ADOT has set up a series of deadlines to guide agencies. Currently, YMPO has an unused balance of \$100,413.09 in FY 2020 funds. These funds have been released from three projects, two phases of a project in the City of Yuma and one in the City of Somerton, which have "Final Vouchered". It is not possible for member agencies to utilize the funds in the current fiscal year, given the time frame available and the deadlines that we need to meet. However, ADOT has offered YMPO the option of 'loaning' the funds to them and have committed to returning the funds to us at the beginning of the next fiscal year, after July 1, 2020.

PUBLIC INPUT:

No members of the public have commented on this request, to date.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: If the loan is not authorized, and if the region is unable to obligate the funds in time, the funds and the OA may be allocated to another region in the State.

POLICY: YMPO does not have a set policy for these situations. However, our first choice is to see whether there are any YMPO member agencies that can utilize the funds available, within the time frame concerned. If not, we then look to 'loan' the funds and OA to another Metropolitan Planning Organization or Council of Governments within the State. The third option, which is usually used when there isn't sufficient time to do anything else, is to 'loan' the funds and OA to ADOT.

ACTION NEEDED:

This item is on the agenda for information, discussion, and/or possible action to authorize the loan of \$100,413.09 in Federal STBG funds and OA to ADOT. It is understood that these funds will be repaid back to YMPO in FY 2021.

CONTACT PERSON:

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