

EXECUTIVE BOARD REGULAR MEETING AGENDA

Local Governments and Citizens Working Together

**EXECUTIVE BOARD
Regular Meeting
Thursday, June 25, 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, June 25, 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.
Melissa Ramos, YMPO Assistant Planner, 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 May 28, 2020 Board Meeting Minutes.
 - B. YMPO Income/Expenditure Report for May 2020.

A copy of the draft minutes of the previous Board meeting from May 28, 2020, and the Income and Expenditure Report for April 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 minutes of the May 28, 2020, Board meeting and to review, discuss, and acknowledge receipt of the financial report.

This item is on the agenda for information, discussion, and/or 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. FY 2022-2045 YMPO Long-Range Transportation Plan (LRTP) - Status.

On June 2, 2020, YMPO released the advertisement of a Request for Proposals (RFP) for the FY 2022-2045 LRTP. The RFP was electronically notified to over 30 different engineering consulting companies, mainly in Arizona, with some in the Yuma region. The deadline for submitting questions with regard to the RFP was June 16, 2020, and the deadline for submitting the Proposals is June 30, 2020. Currently, only one company has submitted questions regarding the LRTP RFP.

This item is on the agenda for information, discussion, and comment. Mr. Ward will present this item and further information is provided in an information summary that is attached as Item 5.

6. 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 and further information is provided in an information summary that is attached as Item 6.

7. FY 2021-2022 YMPO Unified Planning Work Program (UPWP) & Annual Budget.

The Two-Year FY 2020-2022 YMPO UPWP YMPO was approved on, together with the Annual Budget. YMPO staff will outline the steps being taken to update the UPWP and the Annual Budget for possible approval at a later date.

This item is on the agenda for information, discussion and possible comments from the Board only at this stage. Mr. Ward will present this item. and further information is provided in an information summary that is attached as Item 7.

8. Possible New Offices for YMPO

As previously presented to the Board, YMPO staff have explored various options for possible new office locations. Mr. Ward will outline these options and members will be asked to give staff some guidance whether any of the options are preferred or whether any of the options should be discarded.

This item is on the agenda for information, discussion, and possible comments from the Board only at this stage. Mr. Ward will present this item, and further information is provided in an information summary that is attached as Item 8.

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

This agenda item is an opportunity for members and staff to update the Board regarding recent occurrences, as shown below. If written information is available, it will be included in an attached Information Summary.

- A. Staff Reports - Future Meetings
- B. TAC Minutes
- C. Conference Updates (AZTA, RTS, and Roads and Streets)
- D. MPO/COG Director/Planner Meetings
- E. Rural Transportation Advocacy Council activities
- F. Projects - Economic Development and Transportation

This item is on the agenda for information, discussion, and for Board member and staff reports and comments.

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. Changes to the YMPO Title VI Report
- B. Possible UPWP and Annual Budget Amendment
- 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. Jun 1 - Staff meeting

- B. June 1 – ADOT 5310 Supplemental Funding Webinar
- C. Jun 2 – AZSTB study session (Phoenix)
- D. June 2 – Pavement Management System meeting with Yuma County
- E. Jun 3 – YCIPTA/YMPO SRTP tele-meeting
- F. Jun 3 – STSP Intersections Emphasis Area (Phoenix)
- G. Jun 4 – Mobility Managers tele-meeting
- H. Jun 5 – COG/MPO Planner’s meeting (a.m., MAG)
- I. Jun 8 – ADOT/YMPO Coordination tele-meeting
- J. June 10 – YPG Meeting
- K. Jun 11 – Senator Sinema teleconference
- L. Jun 11 – TAC tele-meeting
- M. Jun 15 – FHWA EDC Skype meeting
- N. Jun 17 – YCIPTA/YMPO SRTP tele-meeting
- O. Jun 19 – AZSTB tele-meeting (Payson)
- P. Jun 25 – EB tele-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.

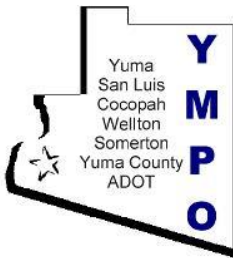
Anticipated Future 2020 Meeting Locations

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

July 30, 2020 Yuma County Justice Court, 10260 Dome Street, Wellton, 85356.

August 27, 2020 City of Yuma, City One Plaza, Room 190, Yuma, Arizona 85364.

(Historically, the August meeting has often been canceled).



EXECUTIVE BOARD REGULAR MEETING MINUTES

Local Governments & Citizens Working Together

**Executive Board
Regular Meeting
Thursday, May 28, 2020
1:30 P.M.**

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

1. Call to Order and the Pledge of Allegiance.

The Yuma Metropolitan Planning Organization (YMPO) Chair, Martha Garcia, called the YMPO Executive Board (the Board) meeting to order at 1:30 p.m. She asked members to join her in reciting the Pledge of Allegiance.

2. Roll Call Attendance.

The YMPO Executive Assistant/Accountant II, Crystal Figueroa, called the roll as follows:

YMPO Executive Board Members Present:

Chair	Martha Garcia, Vice-Mayor, City of Somerton *
Vice-Chair	Maria Cruz, Vice-Mayor, City of San Luis *
Secretary/Treasurer	Martin Porchas, Board of Supervisors, Yuma County *
Member	Cecilia McCollough, Mayor, Town of Wellton *
Member	Gary Knight, Councilmember, City of Yuma ^
Member	Paul Patane, ADOT Southwest District Engineer *
Member	Lynne Pancrazi, Board of Supervisors, Yuma County *
Member	Karen Watts, Deputy Mayor, City of Yuma ^
Member	Chris Morris, Councilmember, City of Yuma ^

^ Members attended in person.

* Members participated by teleconference.

YMPO Executive Board Members Absent:

Member J. Deal Begay, Jr., Vice Chairman, Cocopah Indian Tribe.

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

YMPO Staff Present:

Paul Ward	Executive Director
Charles Gutierrez	Senior Planning/Mobility Manager
Crystal Figueroa	Executive Assistant/Accountant II
DeLaurien McKenzie	Associate Planner

Additional Attendees: There were no additional attendees.

Declaration of Votes.

Paul Ward YMPO Executive Director called on all three members of the City of Yuma who were present and they declared two votes for Councilmember Gary Knight, two votes for Deputy Mayor Karen Watts and one vote for Councilmember Chris Morris, for a total of five votes for the City of Yuma.

3. Title VI Declaration and Call to the Public

DeLaurien 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 March 12, 2020, Board Meeting Minutes.

B. Approval of the April 30, 2020, Board Meeting Minutes.

C. YMPO Income/Expenditure Report for April 2020.

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

6. FY 2018-19 YMPO Audit

The Chair consented to take this agenda item slightly out of order. Ms. Figueroa informed the Board that FY 2019 Audit was the last year covered under contract for both the Accounting and Audit firms and stated re-advertisement for services would be necessary for FY 2020. She introduced Jay Parke from the Audit firm Walker and Armstrong. Mr. Parke reported meeting with the Audit Committee earlier that day and presented the results of the fiscal year end (June 30, 2019) audit. He reported an unmodified clean opinion on the financial statements and highlighted an increase in revenue expenses breaking even at the end of fiscal year. Mr. Parke mentioned he was please to report that for the 2019 Audit, no significant deficiencies or material weaknesses in internal controls over financial reporting were reported. Supervisor Pancrazi congratulated YMPO staff for the work performed during the FY 2019 Audit.

MOTION: As YMPO Secretary/Treasurer, and Chair of the YMPO Audit Committee, Supervisor Martin Porchas moved to approve the FY 2018-19 YMPO Audit. Councilmember Knight seconded, and the motion was unanimously approved.

5. FY 2022-2045 YMPO Long-Range Transportation Plan (LRTP)

Mr. Michael Blankenship, consultant for Greenlight Traffic Engineering, presented to the Board on the YMPO Bicycle and Pedestrian Study and Design Standards. He reviewed bikeway recommendations in rural and urban areas, marked crosswalks, and sidewalks. A total of 300 recommendations were noted, broken down by jurisdiction and some were obtained using the online social pinpoint public participation technique. Mr. Blankenship

reviewed the different design guidelines options for bicycle and pedestrian markings. Mr. Gutierrez reported that the TAC members had provided comments as well as members of the biking community.

MOTION: Councilmember Knight moved to accept the 2020 YMPO Bicycle and Pedestrian Study and Design Standards. Supervisor Pancrazi seconded, and the motion was unanimously approved.

7. Steps to Achieve the 2020 Census.

Mr. Ward informed Board members that YMPO receives updates at least twice a week from the Arizona Office of Economic Opportunity on US Census response rates across Arizona. He reported that the response rate within the City of Yuma seemed reasonable, but that response rates in the Cities on San Luis and Somerton were lower than desired. He mentioned that communication with the cities has been maintained in efforts to increase census responses. Mr. Ward mentioned he will keep Board members updated on the 2020 Census.

8. 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

9. 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

10. 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 - Live Traffic Data Webinar (CG)
- E. Apr 2 - ADOT BUILD Grant meeting (PW)
- F. Apr 2 - ADOT/YMPO teleconference

- G. Apr 6 - RTAC meeting (League Building)
- H. Apr 7 - YMPO Staff meeting
- I. Apr 7 - CARES Act Overview online seminar
- J. Apr 8 - Firewall and VPN Project
- K. Apr 8 - YCIPTA/YMPO SRTP teleconference
- L. Apr 13 - COG/MPO Planner's meeting
- M. Apr 13 - COG/MPO/ADOT Working Group
- N. Apr 15 - ADOT Mobility Manager's teleconference (CG, MR)
- O. Apr 17 - AZSTB meeting (Flagstaff)
- P. Apr 20 - ADOT/YMPO Coordination meeting
- Q. Apr 22 - YCIPTA/YMPO SRTP meeting (teleconference)
- R. Apr 23 - Yuma Chamber of Commerce Transportation Committee
- S. Apr 28 - Pedestrian Emphasis Area Team teleconference
- T. Apr 28 - COG/MPO Director's meeting

15. Adjournment.

There being no further business to discuss, the meeting was adjourned at 2:30 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
June 25, 2020

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

Vice-Mayor Martha Garcia, Chair
YMPO Executive Board

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

	May 20	Jul '19 - May 20	YTD Budget	% of Budget
Ordinary Income/Expense				
4000 · ADOT Grant				
4001 · PL	31,491.14	224,350.34	485,746.00	46.19%
4002 · SPR	17,181.29	124,271.72	275,073.00	45.18%
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	48,672.43	381,696.09	1,058,893.00	36.05%
4010 · FTA Grant				
4020 · 5303/5305	13,144.40	106,900.86	181,285.00	58.97%
4021 · 5304	0.00	0.00	95,000.00	0.0%
Total 4010 · FTA Grant	13,144.40	106,900.86	276,285.00	38.69%
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	7,452.52	41,301.48	66,425.00	62.18%
Total 4055 · 5310 Funds	7,452.52	46,301.48	71,425.00	64.83%
4200 · YMPO UPWP Dues	0.00	80,404.81	80,404.81	100.0%
4400 · Interest Income	2,063.80	29,440.34	23,000.00	128.0%
4600 · Charges for Services				
4904 · Traffic Count Revenue	0.00	10,322.55	9,985.22	103.38%
Total 4600 · Charges for Services	0.00	10,322.55	9,985.22	103.38%
Total Income	71,333.15	655,066.13	1,529,993.03	42.82%
Gross Profit	71,333.15	655,066.13	1,529,993.03	42.82%
Expense				
5110 · Payroll Expenses				
5111 · Fringe Benefits	1,814.06	22,294.12	29,306.00	76.07%
5112 · Part Time Staff-Salaries				
5133 · Part Time Staff-Salaries- Local	0.00	7,201.10	7,323.00	98.34%
5112 · Part Time Staff-Salaries - Other	1,129.58	32,479.64	87,411.00	37.16%
Total 5112 · Part Time Staff-Salaries	1,129.58	39,680.74	94,734.00	41.89%
5113 · Full Time Staff-Salaries	22,657.92	252,598.73	382,076.00	66.11%
5115 · Health Insurance-ER Portion	3,940.00	43,340.00	47,280.00	91.67%
5116 · ASRS	2,861.46	32,341.75	48,773.00	66.31%
5117 · Workman's Comp Insurance	0.00	1,470.00	1,485.00	98.99%
5118 · FUTA Payroll Expense	6.58	413.23	546.00	75.68%
5120 · Life Insurance	130.00	1,560.00	1,560.00	100.0%
Total 5110 · Payroll Expenses	32,539.60	393,698.57	605,760.00	64.99%
5123 · Consulting Services				
5134 · Contractual-Local	0.00	31,873.92	51,420.47	61.99%
5123 · Consulting Services - Other	13,897.52	148,614.20	602,705.00	24.66%
Total 5123 · Consulting Services	13,897.52	180,488.12	654,125.47	27.59%
5124 · Staff Training/Education	0.00	325.00	6,914.00	4.7%
5125 · Audit Services	0.00	23,500.00	23,352.00	100.63%
5126 · Payroll Processing Fees	175.64	3,419.53	4,500.00	75.99%
5128 · Accounting Services	24,738.98	24,738.98	23,500.00	105.27%
5129 · Public Participation	0.00	0.00	1,000.00	0.0%
5130 · Reimbursement of Expenses	-8.76	0.00		
5131 · Data Process, Software, Hardware	0.00	6,652.37	15,000.00	44.35%
5132 · Furniture and Equipment	260.18	827.06	4,000.00	20.68%
5140 · Legal	0.00	2,252.50	6,776.00	33.24%
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
May 2020**

	May 20	Jul '19 - May 20	YTD Budget	% of Budget
5152 · Equipment Maintenance	0.00	802.69	650.00	123.49%
5153 · Office Supplies	73.39	1,690.71	5,153.00	32.81%
5154 · Postage	0.00	129.73	800.00	16.22%
5155 · Printing	0.00	556.16	1,000.00	55.62%
5157 · Publications, Subscriptions	0.00	294.77	1,500.00	19.65%
5158 · Registration Fees	0.00	5,005.00	5,158.00	97.03%
5159 · Special Meetings	0.00	205.79	4,000.00	5.15%
5160 · Telecommunications	910.81	11,394.62	11,000.00	103.59%
5162 · Vehicle Insurance	0.00	4,595.22	6,000.00	76.59%
5163 · Vehicle Maint., Repairs, Parts	0.00	258.65	3,000.00	8.62%
5164 · YMPO Memberships & Dues	805.54	3,654.54	3,500.00	104.42%
5165 · Finance Charges and Interest	3.50	100.60	500.00	20.12%
5166 · Website Maintenance	0.00	664.41	2,000.00	33.22%
5167 · Miscellaneous Consumables	0.00	739.62	2,000.00	36.98%
5169 · Miscellaneous-Expense	0.00	516.14	4,000.00	12.9%
5171 · Alarm System	0.00	482.00	497.00	96.98%
5172 · Lease	1,830.60	21,967.20	32,000.00	68.65%
5173 · Electric Bill	0.00	5,282.32	9,000.00	58.69%
5174 · Grounds Maintenance	160.00	1,960.00	2,700.00	72.59%
5175 · Janitorial	300.00	3,375.00	4,500.00	75.0%
5179 · Office Building Repairs				
5181 · Pest Control	0.00	384.00	500.00	76.8%
5179 · Office Building Repairs - Other	0.00	69.04	1,000.00	6.9%
Total 5179 · Office Building Repairs	0.00	453.04	1,500.00	30.2%
5182 · Sewer & Water	66.41	956.09	1,300.00	73.55%
5190 · Travel - Local & Outside County	0.00	13,671.35	20,000.00	68.36%
5191 · T530- Traffic Count Fuel	12.77	1,695.29	4,000.00	42.38%
5630 · T530 Traffic Count Equipment				
5631 · T530-Local COY Materials	0.00	392.00	1,088.00	36.03%
5630 · T530 Traffic Count Equipment - Other	0.00	3,631.39	3,575.00	101.58%
Total 5630 · T530 Traffic Count Equipment	0.00	4,023.39	4,663.00	86.28%
Total Expense	75,766.18	724,522.00	1,480,798.47	48.93%
Net Ordinary Income	-4,433.03	-69,455.87	49,194.56	-141.19%
Other Income/Expense				
Other Income				
4900 · In-Kind Match Revenue	7,063.25	81,531.87	227,056.00	35.91%
Total Other Income	7,063.25	81,531.87	227,056.00	35.91%
Other Expense				
9200 · In-Kind Match Expenses	7,063.25	81,531.87	216,276.00	37.7%
Total Other Expense	7,063.25	81,531.87	216,276.00	37.7%
Net Other Income	0.00	0.00	10,780.00	0.0%
Net Income	-4,433.03	-69,455.87	59,974.56	-115.81%

10000 - Wells Fargo - YMPO General Account	\$52,685.30
10009 - Wells Fargo - YMPO Payroll Account	\$64,240.26
10100 - Yuma County Treasurer - YMPO Account	\$1,608,444.70
	\$1,725,370.26

YMPO INFORMATION SUMMARY for Agenda Item #5 FY 2022-45 YMPO Long Range Transportation Plan (LRTP) - Status

DATE: June 17, 2020

SUBJECT: FY 2022-45 YMPO Long Range Transportation Plan (LRTP) - Status.

SUMMARY:

YMPO is required to update our LRTP at least every four years and the LRTP needs to have a minimum twenty-year planning horizon and forecast period. As a result, YMPO selects a 24-year long LRTP (including the start and end years). Generally, the first five years of the LRTP comprise the YMPO Transportation Improvement Program (TIP). The Last LRTP was the FY 2018-2041 YMPO Regional Transportation Plan (RTP).

On June 2, 2020, YMPO advertised a Request for Proposals (RFP) for the LRTP that was electronically sent to over 30 different engineering consulting companies, mainly in Arizona, with some in the Yuma region. The deadline for submitting questions about the RFP was June 16, 2020. Questions from two companies were received and answers were provided and posted on the YMPO website.

The deadline for submitting proposals is June 30, 2020, and members of the YMPO Technical Advisory Committee (TAC) are expected to review submittals between then and their scheduled July 9, 2020, meeting. At that meeting, TAC members are expected to recommend a preferred consultant team.

PUBLIC INPUT: No input has been provided by members of the public on this subject.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: The LRTP is a requirement for MPOs and Federal guidelines provide many details about the scope and content of a LRTP.

POLICY: YMPO By-Laws also list the LRTP as a requirement.

ACTION NEEDED:

This item is on the agenda for information, discussion, and comment only, at this stage. Based on future actions of the TAC, the Board may be asked to approve the selection of a preferred consultant company at their July 30, 2020, meeting.

PRIOR BOARD/COMMITTEE ACTIONS:

At their meeting on May 28, 2020, Mr. Ward shared some of the wording from the Draft LRTP RFP, especially with regard to possible future funding.

CONTACT PERSON:

Paul Ward, Executive Director, 928-783-8911.

YMPO INFORMATION SUMMARY for Agenda Item #6

Steps to Achieve the 2020 US Census

DATE: June 17, 2020

SUBJECT: Steps to Achieve the 2020 US Census.

SUMMARY:

The US Census was originally expected to end on July 1, 2020. Primarily due to the COVID-19 emergency, that date has been extended until October 2020. Mr. De'Laurien McKenzie has updates on the progress of the Census during previous meetings and will provide another one during the forthcoming meeting.

Prior to Mr. McKenzie's presentation, Mr. Ward will provide a brief introduction to the program so far this year. This introduction focuses on the monetary impacts to the region of failing to provide full answers to the US Census questionnaire.

PUBLIC INPUT: No input has been provided by members of the public on this subject.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: If households do not provide appropriate answers to the US Census questions, the region stands to lose hundreds of millions of dollars over the next ten years in State Shared Revenues.

POLICY: YMPO has no direct, official, role in overseeing the US Census.

ACTION NEEDED:

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

PRIOR BOARD/COMMITTEE ACTIONS:

Members have received a monthly update on the US Census every month this year, but no actions have been taken.

CONTACT PERSON:

Paul Ward, Executive Director, 928-783-8911.

YMPO INFORMATION SUMMARY for Agenda Item 7

FY 2020-21 YMPO UPWP and Annual Budget

DATE: June 17, 2020

SUBJECT: FY 2020-21 YMPO Unified Planning Work Program (UPWP) and Annual Budget.

SUMMARY:

The FY 2019-21 YMPO UPWP and Annual Budget (UPWP/B) was approved by the Board at a Special meeting on May 16, 2019, but a detailed budget was only provided for the first year first year (FY 2019-20). As the UPWP covered two years, a new UPWP is NOT needed, but some changes are being proposed and will be forwarded to members at a future Board meeting for consideration and possible approval.

As members are aware, the precise amount of federal funding is not fixed during the time-period during which the UPWP is being developed, so financial changes are often made during the year. These changes will be provided in more detail when action is considered.

YMPO Staff are currently working on some major changes to the UPWP and Annual Budget on such subjects as a possible new offices for YMPO, the deferral of two studies and the possible implementation of a new study. One of these items is on the current agenda for further information, and this item is on the agenda to allow members to ask questions and possibly pose what-ifs questions prior to possible action. This procedure will allow members to consider what guidance they may want to provide to YMPO staff on the subjects in question. In general, the items cover:

- (1) The possible programming of funds for new YMPO Offices
- (2) The deferral of two studies from FY 2020 to FY 2021, and possible amendments to the budget to reflect the accurate carry-forward of federal transportation planning funds and regional funds within the program, and
- (3) The possible allocation of funds to an Origin-Destination Study for the region

PUBLIC INPUT:

No members of the public have addressed either YMPO staff members, the Technical Advisory Committee or the Executive Board on these subjects.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: The two-year time frame for the UPWP is a new step. Funding limitations tend to limit the types of projects that are now clearer than when the UPWP was being developed. In addition, carry forward balances are being confirmed, and some additional work is being proposed.

POLICY: There are no policy implications at this stage, except that the final version of the UPWP needs to be fiscally constrained to reasonably available funding sources.

ACTION NEEDED:

This item is on the agenda for information and discussion only at this stage. Any revisions to the current UPWP and the Annual Budget for FY 2020-21 will occur at a future meeting.

PRIOR BOARD/COMMITTEE ACTIONS:

At a Special meeting on May 16, 2019, the Board approved the FY 2019-21 YMPO UPWP and Annual Budget (UPWP/B).

MEMBERS ATTENDING:

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

* Members neither present nor represented by proxy.

** Member attended the telephone.

CONTACT PERSON:

Paul Ward, Executive Director, 928-783-8911

YMPO INFORMATION SUMMARY for Agenda Item 8

Possible New Offices for YMPO

DATE: June 17, 2020

SUBJECT: Possible New Offices for YMPO.

SUMMARY:

YMPO has leased the current premises at 502 Orange Avenue, Yuma, for approximately 20 years. The current five-year lease expires at the end of the current calendar year and the possibility of renewing the lease is in doubt based on information from the Yuma Management Company that has been handling the lease for the property owners in New York. Furthermore, the limited parking situation at the current location ensures that holding Executive Board or Technical Advisory Committee meetings is not feasible on a consistent basis, except for emergency situations.

As part of ongoing budget discussions, YMPO senior staff (Mr. Ward, Mr. Gutierrez and Ms. Figueroa) have been reviewing the options available for securing premises for YMPO premises (preferably long-term) and have settled on the following possibilities:

- (1) Requesting to extend the lease on the current property for a longer-term basis (five to ten years) at the same lease payment
- (2) Requesting to extend the lease on an annual short-term basis (one year at a time) at a higher lease payment than we are currently paying
- (3) Offering to purchase the current property if the owner is willing to sell
- (4) Looking to lease a totally different location which has the parking facilities wanted
- (5) Looking to buy a totally different location which has the parking facilities wanted
- (6) Looking to build/share some property with a YMPO member agency
- (7) Looking to buy some land and build a new building to suit current and future needs

Mr. Ward will briefly outline each possibility and ask members to give their opinions with regard to viability and estimated future costs.

PUBLIC INPUT:

No members of the public have addressed either YMPO staff members, the Technical Advisory Committee, or the Executive Board on these subjects.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: YMPO receives reimbursements from the Federal Highway Administration and Federal Transit Administration for the majority of costs through an annual contract with the Arizona Department of transportation. There is a possibility that some of the costs for obtaining a different and/or new building could be provided by these agencies. Further, YMPO might be able to set up a non-profit agency and lease from the agency concerned, and Mr. Ward will explain the possible benefits of this technique in more detail.

POLICY: There are no policy implications at this stage, but even though the decision by the YMPO Executive Board is, ultimately, the most important step, FHWA/FTA/ADOT consent will be play a part in the process. Any decision regarding funding will be accomplished through the Unified Planning Work Program and Annual Budget process.

ACTION NEEDED:

This item is on the agenda for information and discussion only at this stage. It is expected that, based on any guidance from Board members, staff will provide more details of options at a future Board meeting, prior to any final decisions.

PRIOR BOARD/COMMITTEE ACTIONS:

This subject has been raised in prior meetings, but no direct Board action has been taken about acquiring a new office.

CONTACT PERSON:

Paul Ward, Executive Director, 928-783-8911