

EXECUTIVE BOARD REGULAR MEETING AGENDA

Local Governments and Citizens Working Together

**EXECUTIVE BOARD
Regular Meeting
Thursday, May 26, 2022
1:30 P.M.**

**The Meeting will be held In-Person and/or using
GoToMeeting by Video and/or Teleconference from
the Main Conference Room at the YMPO Offices at
230 West Morrison Street, Yuma, Arizona 85364.**

YMPO EXECUTIVE BOARD

Chair	Martin Porchas, Board of Supervisors, Yuma County
Vice-Chair	Gary Knight, Councilmember, City of Yuma
Secretary/Treasurer	Cecilia McCollough, Mayor, Town of Wellton
Member	Matias Rosales, Councilmember, City of San Luis
Member	Martha Garcia, Councilmember, City of Somerton
Member	Bruce Fenske, Southwest Administrator, ADOT
Member	Lynne Pancrazi, Board of Supervisors, Yuma County
Member	Karen Watts, Councilmember, City of Yuma
Member	Leslie McClendon, Deputy Mayor, City of Yuma
Member	Cocopah Indian Tribe - Not Currently Identified

A regular electronic meeting of the Executive Board (the Board) of the Yuma Metropolitan Planning Organization (YMPO) will be held on **Thursday, May 26, 2022**, starting at **1:30 p.m. either In-Person and/or using GoToMeeting Video/Teleconferencing** from the YMPO Offices at 230 West Morrison Street, Yuma, Arizona, 85364, to discuss, consider, and/or take possible action with respect to the items listed below. Members MAY attend in person, with the appropriate social distancing, if they wish, but may also choose to participate by video- or tele-conference, if they so desire.

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
Blenda Dale, YMPO Accountant II/Executive Assistant, will call the attendance roll, and if any members of the City of Yuma are not in attendance, those members that are in attendance will have the opportunity to declare the number of votes that each member will exercise, including any proxy votes.

3. Title VI Declaration and Call to the Public

Jesus Aguilar Jr., YMPO Mobility Manager, will read a brief message 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. Any members of the Public attending by teleconference are requested to contact YMPO staff with any questions they may have prior to the meeting.

4. Consent Agenda

A. Approval of the April 28, 2022, Board Meeting Minutes

B. YMPO Income/Expenditure Report for April 2022

A copy of the draft minutes of the Regular Board meeting from April 28, 2022, will accompany this agenda. Members will have the opportunity to review, report any changes, and/or approve the minutes of the April 28, 2022, Regular Board meeting. The April 2022 financial report is expected to be available for review at this current meeting.

This item is on the agenda for information, discussion, and possible action to approve the Consent Agenda. Copies of the draft minutes for April 28, 2022, are attached for review as Item 4A and the financial report for April 2022, is attached as Items 4B.

5. Proposed Revised Mission Statement for Consideration.

During the March 31, 2022, YMPO Executive Board meeting, the YMPO Executive Director Crystal Figueroa introduced a revised/proposed YMPO mission statement in her introductory presentation for consideration. She reported that minor changes were made to make it more concise. The Board was informed that it would be brought back as an agenda item for comment and possible action to revise the YMPO's mission statement.

This item is on the agenda for information, discussion, and possible action to approve the proposed YMPO's mission statement. Crystal Figueroa, YMPO Executive Director, will give a verbal presentation of this item. The previous and proposed mission statements are included in an Information Summary as Item 5.

6. Possible Changes to the FY 2022-2023 YMPO Unified Planning Work Program (UPWP) for FY 2023 Only

The Executive Board approved the two-year FY 2022-2023 YMPO UPWP in May 2021 and the first year is ending. As part of the two-year process, as a standard procedure, YMPO is preparing a budget for the forthcoming FY 2023 and will amend the two-year work program to incorporate any changes that may occur.

This item is on the agenda for information, discussion, and possible comment only at this stage. Ms. Figueroa will present this item, and further information is available in an Information Summary as Item 6.

7. Update on Additional US-95 Funding

Currently, the first phase of US-95 widening improvements is underway and its expected completion is the end of October 2022. The next phase of the US-95 improvements is at 95 percent design and is expected to be approved by the State Transportation Board and go to bid by the end of June 2022.

This item is on the agenda for information, discussion only. Paul Ward, YMPO Principal Engineer, will present this item, and further information is available in an Information Summary as Item 7.

8. YMPO Regional Coordination Plan (RCP)

The Federal Transit Administration (FTA) Section 5310 Program focuses on Enhanced Mobility of Seniors & Individuals with Disabilities, primarily in Urban Areas. Currently, the YMPO region receives 5310 funding, which is primarily used by non-profit agencies (usually referred to as PROVIDERS) to provide para-transit services to a variety of customers. Mr. Aguilar is developing the YMPO Mobility Management Program (MMP) and one major component of the MMP is a Regional Coordination Plan (RCP). The RCP will help to ensure that the region is able to provide the appropriate level of services to the maximum number of persons in our region. Mr. Aguilar has been developing a Request for Proposals and anticipates advertising it to consultant teams by the next TAC meeting.

This item is on the agenda for information, discussion, and possible comment only at this stage. Mr. Aguilar will present this item, and further information is available in an Information Summary as Item 8.

9. YMPO Staff Hiring update

As previously mentioned to the members of the Board, YMPO is in the process of hiring a new Accountant II/Executive Assistant and is fine tuning a job description for a Computer Systems Administrator. In addition, we are establishing a pool of candidates for Traffic Data Technicians. Currently, we have finished the interview process for the Accountant position and hope to fill the position and advertise for the Systems Administrator soon.

This item is on the agenda for information and discussion, only at this stage. Ms. Figueroa will present this item.

10. Notification of Letter of Support for City of San Luis Cesar Chavez Blvd – Rural Surface Transportation Application.

During the March 2022 Board meeting, the Board approved submitting letters of support for RAISE grants for two member agencies and these were provided. We have recently been informed that the City of San Luis will be submitting a Rural Surface Transportation Grant application request for their Cesar Chavez (Juan Sanchez) Boulevard project. The City has requested YMPO to provide a similar regional letter of support for their project. The Chairman and Executive Director have signed a letter of support for this project and have delivered it.

This item is on the agenda for information and discussion only at this stage. Ms. Figueroa will present this item and no additional information is provided.

11. 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 other 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. Possible funding for future IIJA Grants.
- B. FY 2022-23 UPWP Amendment #3

13. Progress Reports

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

- A. May 2 – Staff meeting (all)
- B. May 3 – New Hire Orientation (CF, BD)
- C. May 3 – Getting Ready for the Safe Streets and Roads mtg (CG)
- D. May 3 – YMPO Rail meeting (PW, CG)

- E. May – San Luis Senior Center Conference call 5310 (JR)
- F. May 4 – Scope of Work RCP (CG, JR)
- G. May 4 – San Luis Technical Meeting (CF, CG)
- H. May 4 – San Luis City Council Work Session (CF)
- I. May 9 – Data Review Urban SDK (PW, CG)
- J. May 9 – YMPO/ YC HR Dept meeting (CF)
- K. May 10 – YMPO Accountant Interviews (CF, PW, CG)
- L. May 11 – YMPO Accountant Interview (CF, PW, CG)
- M. May 11 – Local Public Agency Training Series Module 1 (CF, PW, CG)
- N. May 11 – First Aid & CPR Certification (BD)
- O. May 11 – Scope of Work RCP (PW, CG, JR)
- P. May 11 – ADOT MPO Coordination meeting (CF, CG)
- Q. May 12 – TAC meeting (CG, BD)
- R. May 12 – YMPO Accountant Interview (CF, PW, CG, BD)
- S. May 16 – RTAC Advisory Committee (CF, PW)
- T. May 17 – Yuma PM10 SIP (CG)
- U. May 19 – ASRS Basic Plus training (BD)
- V. May 19 - Getting Ready for the Reconnecting Community Pilot Discretionary Grant Program (JR)
- W. May 25 - Yuma County's Regional Economic Development Meeting (CF)
- X. May 26 – Executive Board meeting (CF, PW, CG, JR, BD)
- Y. May 26 - DOT Info Session on Transportation Equity (JR)
- Z. May 31 – 5310 Regional Mobility Committee meeting (CG, JR)

14. YMPO Staff Salary Review

During the last Board meeting, a request was made for the Director to provide a brief update on the current salaries for YMPO staff. The Board may decide to hear this report in Executive Session.

This item is on the agenda for information, discussion, and comment on the Director's report on staff salaries.

15. EXECUTIVE SESSION

The Executive Board may vote to go into Executive Session during the noticed meeting concerning any of the agenda items mentioned above. If authorized by the requisite vote of the Board, the Executive Session will be held immediately after the vote and will NOT be open to the public. The Executive Session, if held, will be at the same meeting location set forth above. The discussion may relate to personnel, public records, confidential legal advice or counsel, litigation, real estate, or other matters permitted pursuant to A.R.S. §§ 38-431.03(A)(1)-(7). The Chair or other presiding officer shall instruct the persons present at the Executive Session regarding the confidentiality requirements of the Open Meeting Laws.

This item is on the agenda for information, discussion, and/or possible action. The Chairman will call for a motion to convene the YMPO Executive Session to review the Director's report on staff salaries.

16. Reconvene to Public Meeting

This item on the agenda is for action to reconvene back to the YMPO Regular Meeting.

17. YMPO Staff Salary Review

This item is a follow up to the previous three agenda items. The Board will have the opportunity to discuss or comment on the Director's report on staff salaries in open session.

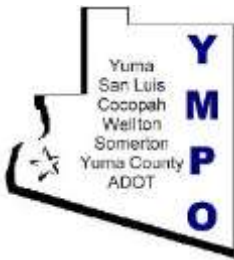
This item is on the agenda for information, discussion, and possible action regarding the Director's report on staff salaries, to be held in open session. No further information is provided on this subject in addition to Item 15.

18. 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 Crystal Figueroa or Charles Gutierrez at 928-783-8911.

Anticipated Future 2022 Meeting Locations.

All future meetings will continue to be held at the YMPO office at 230 West Morrison Street, Yuma, Arizona 85364. Members MAY participate in person, OR they may participate electronically by computer, and/or telephone (or both), using the GoToMeeting portal. The next two meetings will be held on Thursday, June 30, 2022, and July 28, 2022, in the YMPO offices, starting at 1:30 p.m.



EXECUTIVE BOARD REGULAR MEETING MINUTES

Local Governments & Citizens Working Together

**Executive Board
Regular Meeting
Thursday, April 28, 2022
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
230 West Morrison Street, Yuma, Arizona 85364**

1. Call to Order and the Pledge of Allegiance.
Yuma Metropolitan Planning Organization (YMPO) Chairman, Supervisor Martin Porchas, called the YMPO Executive Board (the Board) meeting to order at 1:32 p.m. and asked Councilmember Gary Knight to lead in reciting the Pledge of Allegiance.
2. Roll Call Attendance.
The YMPO Administrative Assistant/Bookkeeper, Blenda Dale, called the roll as follows:

YMPO Executive Board Members Present:

Chairman	Martin Porchas, Board of Supervisors, Yuma County ^
Vice-Chairman	Gary Knight, Councilmember, City of Yuma ^
Secretary/Treasurer	Cecilia McCollough, Mayor, Town of Wellton ~
Member	Matias Rosales, Councilmember, City of San Luis ^
Member	Bruce Fenske, Southwest Assistant District Engineer, ADOT ^
Member	Lynne Pancrazi, Board of Supervisors, Yuma County ^
Member	Karen Watts, Councilmember, City of Yuma ^
Member	Leslie McClendon, Deputy Mayor, City of Yuma ~

^ Attended in person.

~ Participated by teleconference.

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

Did Councilmember Rosales attend ? If so, when did he arrive ?

YMPO Executive Board Members Absent:

Member	Martha Garcia, Councilmember, City of Somerton *
Member	Cocopah Indian Tribe - not currently identified *

* Not present, and not represented by proxy by another member.

YMPO Staff Present:

Crystal Figueroa	Executive Director
Charles Gutierrez	Senior Planning Manager
Paul Ward	Principal Engineer
Jesus R. Aguilar, Jr.	Mobility Manager
Blenda Dale	Administrative Assistant/Bookkeeper

Additional Attendees: None

Declaration of Votes: Councilmember Knight declared that he would have two votes, Councilmember Watts would have two votes and Deputy Mayor McClendon would have one vote.

3. Title VI Declaration and Call to the Public

The YMPO Mobility Manager, Jesus (J.R.) Aguilar, Jr., read the YMPO Title VI obligations. No members of the public addressed the Board.

4. Consent Agenda.

A. Approval of the March 31, 2022, Board Meeting Minutes.

B. YMPO Income/Expenditure Report for March 2022.

A copy of the draft minutes of the Regular Board meeting from March 31, 2022, accompanied the agenda. Members will have the opportunity to review, report any changes, and/or approve the minutes of the March 31, 2022, Regular Board meeting. The combined March 2022 financial report is expected to be available for review at this current meeting.

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

5. Adjustment to Amendment #1 to the FY 2022-23 Unified Planning Work Program

Ms. Crystal Figueroa, YMPO Executive Director reminded members that, during the March 31, 2022, YMPO Executive Board meeting, the Board approved an adjustment to Amendment #1 to the FY 2022-23 Unified Planning Work Program (UPWP). She stated that ADOT staff had requested that YMPO clarify the information provided, specifically: item 2 showed that the type of brought forward funds being increased from \$143,718 to \$406,032 were actually FY 2015-18 Metropolitan Planning (PL) funds; item 3 brought forward funds were \$80,457 in FY 2015-18 State Planning and Research (SPR) funds and \$30,376 in FY 2021 SPR funds. Neither of the amounts involved had changed, just that the fund types had been clarified. In addition, Ms. Figueroa reported that, under item 11, the T-100 budget item, now individually calls out three items that exceed current \$5,000 limit: A computer server purchase of \$6,340.55 during the cyber intrusion, purchase through the County contract; \$13,927.27 for new chairs under the State

contract; and \$5,383.74 for new tables, also under the State contract. She stated that ADOT had requested a clearer description of the three items listed.

MOTION: Supervisor Pancrazi moved to approve and confirm the adjusted information included in the staff report memorandum for clarification. Councilmember Knight seconded, there was no further discussion, and the motion was unanimously approved.

6. Status of the YMPO Rail/Heavy Freight Study.

Mr. Gutierrez introduced Mr. Chris Joannes, AICP, the Project Manager for the consultant team on the study, from Kimley-Horn and Associates. He has previously worked with YMPO staff on the Traffic Count Network Study and spent time training YMPO staff in GIS techniques. Mr. Joannes spent twenty minutes updating members on the status of the Rail/Heavy Freight Study, starting with Stakeholder engagement regarding the opportunities and constraints for implementing a possible north-south connector rail line from the Mexican border and the Union Pacific Sunset line. Another part of the Study is to assess the likely economic impact of such a proposed mode of transportation.

Conducted between December 2021 and April 2022, this part of the Study provide attitudes and major comments, initially provided by YMPO member agencies who comprised the first group of stakeholders. The input included economic development agencies in the US and in Mexico, a variety of ADOT divisions, APS planners, a team from the Marine Corps Air Station (MCAS), and contacts with rail carriers in the US and in Mexico. Mr. Joannes provided a table of the agencies contacted and the individuals spoken with and summarized the input from each agency. Input from various other agencies were included and Mr. Joannes committed to providing a further update in due course. He suggested that the next step is to identify primary access alternative corridors.

Supervisor Pancrazi asked if the team had any contact with agriculture stakeholders and if not, to talk to them before moving forward. She also suggested contacting a Mr. Ruby, MCAS Head of Security, as well. Finally, she enquired how difficult it would be to change the zoning on State Route 195 to accommodate rail. Mr. Gutierrez agreed to provide the appropriate agriculture stakeholder contacts to Mr. Joannes for further outreach by Kimley-Horn. Mr. Joannes reported that the rail carriers contacted (on both sides of the border) were non-committal at this stage.

Mr. Joannes finished with their contacts with the City of San Luis, Rio Colorado; the State of Sonora; and the Federal Secretary of Communications and Transportation. He reported that support for this idea from the first two levels of government was primarily coming from the economic development staffs, but that the Federal support was relatively lukewarm.

This item is on the agenda for information, review and discussion only, and the Chairman thanked Mr. Joannes for his presentation.

7. Highway Safety Improvement Program (HSIP) Applications for Federal Fiscal Years (FFYs) 2025 and 2026

Mr. Gutierrez reminded members that, as part of the recently completed Long-Range Transportation Plan (LRTP), YMPO had included a requirement to update the region's safety projects. This requirement has been delayed due to ADOT's enforced delay for the submittal of applications for regional HSIP projects due to the promulgation of the Bipartisan Infrastructure Law. YMPO has, accordingly, extended the deadline with the company concerned, Greenlight Traffic Engineering (GTE), and collaboratively all are working towards a new deadline for submitting applications for HSIP projects.

Mr. Gutierrez presented a list of the possible projects that, in GTE's opinion, have demonstrated an appropriately high benefit-cost value and would, therefore, likely compete well for the HSIP funds available. He also presented some aerial photographs showing project locations and gave a brief description about each project. He then stated that the appropriate safety staffs at member agencies are considering whether they are willing to allow YMPO to proceed with submitting applications for possible funding.

This item is on the agenda for information, review and discussion only, and the Chairman thanked Mr. Gutierrez for his presentation.

At this point, Councilmember Rosales had to leave the meeting and the Chairman reported that he would need to leave soon. As a result, the Chairman agreed to take item 9 (TIP Amendment #2) next, as it would require a quorum to approve.

9. FY 2022-26 YMPO Transportation Improvement Program (TIP) Amendment #2

Mr. Gutierrez reported that there have been some changes to projects in the FY 2022-2026 TIP that raise to the level of a TIP Amendment and outlined the project changes concerned. One addition was the Hotel Del Sol RAISE Grant project, there were some changes to project numbers and some changes to the HSIP projects already programmed for FYs 2023 through 2025.

The current TIP was originally approved by the YMPO Executive Board on July 29, 2021, and Amendment #1 to the TIP was approved in August 2021. Both the TIP and Amendment #1 have been approved by the Governor's designee and have been incorporated into the State TIP (STIP). Since August 2021, member agencies have submitted requests to change projects included in the TIP. Mr. Gutierrez referred to a table in the information summary and called out the changes.

Mr. Knight moved approval of Amendment #2 to the YMPO FY 2022-26 TIP. Councilmember Karen Watts seconded, and the motion was unanimously

approved.

At this point, Chairman Porchas left the meeting and handed over the Vice-Chairman Knight for the remainder of the meeting.

8. YMPO STBG Federally Funded Program

Mr. Ward, YMPO Principal Engineer, introduced this item by informing members that YMPO staff are looking for some guidance on the issues arising out of the YMPO Federally Funded Program. He reminded members that the YMPO region generally receives just over \$1 million each year in Federal Surface Transportation Block Grant (STBG) funds for programming and that, currently, these funds have been slightly over-programmed on projects throughout the region. These funds are included in the region's Transportation Improvement Program (TIP), together with all the other Federally funded projects, including ADOT and Transit.

Mr. Ward reported that, one such project, involving the widening of 16th Street in the City of Yuma, between Maple and 3rd Avenue, is currently targeted to receive almost \$3 million from various years. He continued that the problem comes when such a project has to be delayed; and/or cannot be completed in the timeframe originally envisioned in the TIP; and/or has to be cancelled. In this case, the City has requested, through the Technical Advisory Committee (TAC), to utilize the funds on another project (or other projects).

Mr. Ward reported that, in his experience of programming federal funds for such projects, the guidelines used always require that the funds are allocated to a project - and **not** to an agency. Therefore, if the project is delayed, or fails to be delivered based on when the funds are programmed, the agency loses the funds concerned and they are returned to the MPO for re-programming. This does not preclude the sponsor agency from submitting another project for possible consideration, but all the other agencies in the region may also submit projects for consideration for the funds released.

Mr. Ward suggested that it may be appropriate to develop a written set of guidelines for programming federal funds, possibly similar to other guidelines already available within the State and requested guidance from the Board. Mr. Gutierrez agreed that the process used here in the region has included the understanding that funds are allocated to a project and, if the projects fails for any reason, the funds are returned to the region's pot. Ms. Figueroa suggested that developing a clear understanding for programming regional federal funds would benefit all participants in the process.

Councilmember Knight expressed his desire that the original sponsor agency should retain the use of the funds concerned, but specifically for the project concerned at some point in the future. Mr. Gutierrez suggested that discussion at the TAC indicated a general desire that, if a new project is submitted for

consideration, the priority held by the sponsor agency goes away and Councilmember Knight agreed that sounds a fair consequence.

Supervisor Pancrazi understood that staff is looking for guidance and made a motion to send this item back to the TAC, to put together a formal policy for developing a YMPO Federally Funded Program of Projects and how they would be prioritized. Deputy-Mayor Leslie McClendon seconded the motion, which was unanimously approved.

10. Update on Federal Transportation Authorization (IIJA, or BIL).

Mr. Ward presented a brief summary on the Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Deal (BID) or also known as the Bipartisan Infrastructure Law (BIL). He stated that the seemingly preferred acronym appeared to be the BIL.

It was signed into law on November 15, 2021 and is supposed to provide over \$1.2 billion in funding over ten years, with \$550 billion in new funding in the first five years and another \$650 billion in funding over the second five years. This equates to an almost thirty per cent increase in formula funds over FAST Act levels, which is, effectively, guaranteed funding, although he reminded members that the State controls most of the decision-making with regard to how the funds are programmed. There is also a huge increase in competitive Grant programs with at least 15 new Grant mechanisms that will be introduced. Even though the majority of the discretion remains with the States, he reported there MIGHT be a sub-allocation pot of funds for MPOs. However, he stated that it was apparent that the region would need to develop a Federally funded program for the Yuma region.

Compared with the FAST Act (FY 2016-202), which brought an average \$775 million per year to Arizona, the BIL brought \$800 million in FY 2021, this year the amount was \$969 million and the average for the next five years of the BIL is over \$1 billion. Other fund amounts for Arizona comprise an average of \$520 million of the National Highway Performance Program (NHPP - Interstates, Freeways and Major State Routes on the National Highway System); \$253 million on in STBG funds; \$56 million in HSIP funds; \$57 million in Congestion Mitigation and Air Quality Program (CMAQ) funds; and other programs averaging \$84 million.

The PL funds coming to YMPO will increase by about 30%, the SPR funds may also increase by the same amount; the Transportation Alternatives program may return, STBG funds sub-allocated to MPOs are not projected to increase even though the STBG funds to the State are projected to increase by at least 30%. Further, there will be new programs to encourage Carbon Reduction (CRP) and there will be a PROTECT formula driven program forthcoming.

In summary, Mr. Ward suggested that the region would need concentrate on applying for a variety of transportation grants and, as all types of federal funds are

increasing, the amount of local funds needed to match these funds would also increase. As a result, the need for a regional sales tax would become even more important especially as a similar percentage is increasing Federal Transit funds.

Mr. Ward continued that the need to keep alert to ensure that the Yuma region keeps our “fair share” was always important and to look at possible additional “redistributed obligation authority” opportunities by “advance designing and constructing”, Federally funded projects, whenever possible. Councilmember Knight reported that the “fair share” would always be a problem in the Yuma region but that the widening of US-95 would help to increase the number of lane miles to our benefit. Ms. Figueroa added that the Transit planning funds that YMPO currently receives was also increasing. Mr. Ward concluded by briefly outlining some of the possible Grants being talked about.

11. 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 (AZTA, RTS, and Roads and Streets).
- D. MPO/COG Director/Planner Meetings.
- E. Rural Transportation Advocacy Council activities.
- F. Projects - Economic Development and Transportation.

Ms. Figueroa announced that all YMPO staff members had participated in the Arizona Transit Conference and has greatly benefitted from the presentations. Mr. Gutierrez announced that he would be gathering videos and pictures of local and regional projects for the future Roads and Streets conference.

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. Possible funding for future IIJA Grants.
- b. FY 2022-23 UPWP Amendment #3.

Councilmember Knight suggested that a possible future agenda item was the FSX presentation that was presented to the recent Greater Yuma Port Authority meeting.

13. Progress Reports

Members and staff participated in the following projects and other recent events.

- A. Apr 4 - Staff meeting (All)
- B. Apr 4 - Urban SDK proposal review (CF, PW, CG)
- C. Apr 4 - YMPO/ADOT Continued MPDG Discussion (CF, PW, CG)
- D. Apr 4 - Wilson & Co/ YMPO US DOT Grant Discussion (CF, PW, CG)
- E. Apr 4 - Greenlight TE HSIP discussion (CG)

- F. Apr 5 - Discussion with YC HR Director (CF)
- G. Apr 5 - Rail Study Management telemeeting (PW, CG)
- H. Apr 6 - RAISE Grant status telemeeting (CF, PW, CG)
- I. Apr 6 - YMPO US95 RAISE Grant Progress Review Meeting (CG)
- J. Apr 7 - Avenue E/D Industrial Corridor Project (CF, PW, CG)
- K. Apr 11-14 - AZTA Conference (Conquistador) (All Staff)
- L. Apr 12 - Statewide MM meeting at AzTA (CG, JR)
- M. Apr 13 - YMPO US95 RAISE Grant progress review meeting (PW, CG)
- N. Apr 13 - COGs/MPOs Director's meeting (at AzTA - CF, PW, CG)
- O. Apr 14 - YMPO TAC meeting (CF, CG, BD)
- P. Apr 15 - AZSTB meeting, Nogales (CF, PW)
- Q. Apr 18 - ADOT YMPO Coordination meeting (CF, PW, CG)
- R. Apr 18 - RTAC Advisory Committee telemeeting (CF, PW)
- S. Apr 20 - Transportation sales Tax meeting (PW)
- T. Apr 20 - Lunch Meeting with Lucy Rodrigues (Rep for Sen Kelly) (CF)
- U. Apr 21 - ADOT Corridor Profile Studies Update TAC meeting (CG)
- V. Apr 27 - Yuma County Econ Development Meeting (CF)
- W. Apr 27 - Admin Professionals Day (All)
- X. Apr 28 - EB meeting (All)

As presented no further discussion.

14. YMPO Staff Salary Review

During the last Board meeting, a request was made for the Director to provide a brief update on the current salaries for YMPO staff. The Board may decide to hear this report in Executive Session. Due to some Board members not being present, Supervisor Pancrazi moved to table this discussion until the next meeting when more Board members may be in attendance to discuss. Deputy Mayor McClendon seconded, and the motion was carried.

Items 15. Executive Session, 16. Reconvene to Public Meeting and 17. YMPO Staff Salary Review were not discussed as item 14. was postponed to a future date.

18. Adjournment

There being no further business to discuss, the meeting was adjourned at 3:38 p.m.

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Anticipated Future 2022 Meeting Locations.

All future meetings will continue to be held at the YMPO office at 230 West Morrison Street, Yuma, Arizona 85364. Members MAY participate in person, OR they may participate electronically by computer, and/or telephone (or both), using the GoToMeeting portal. The next two meetings will be held on Thursday, April 28, 2022, and May 26, 2022, in the YMPO offices starting at 1:30 p.m.

Preparation and Approval of Minutes:

Minutes prepared by:

Paul D. Ward, P.E., Principal Engineer

Minutes reviewed to form by:

Minutes approved in regular session on
May 26, 2022

Crystal Figueroa, Executive Director,
Yuma Metropolitan Planning Organization

Supervisor Martin Porchas,
Chairman, YMPO Executive Board

Yuma Metropolitan Planning Organization
Revenue & Expense Budget Performance
April 2022

	Apr 22	Jul '21 - Apr 22	YTD Budget	% of Budget
Income				
4000 · ADOT Grant				
4001 · PL	49,706.13	149,485.69	756,453.00	19.76%
4002 · SPR	19,891.46	77,551.12	360,832.00	21.49%
4004 · STBG	28,935.19	62,269.91	82,543.00	75.44%
4005 · 5305d (CPG)	0.00	5,260.50	92,300.00	5.7%
Total 4000 · ADOT Grant	98,532.78	294,567.22	1,292,128.00	22.8%
4010 · FTA Grant				
4020 · 5303/5305	5,070.01	24,747.51	74,954.00	33.02%
4021 · 5304	0.00	0.00	5,495.00	0.0%
Total 4010 · FTA Grant	5,070.01	24,747.51	80,449.00	30.76%
4050 · ADEQ Grant	0.00	0.00	10,000.00	0.0%
4055 · 5310 Funds				
4053 · CARES Act MM	0.00	0.00	40,536.00	0.0%
4055 · 5310 Funds - Other	0.00	19,764.17	58,151.00	33.99%
Total 4055 · 5310 Funds	0.00	19,764.17	98,687.00	20.03%
4200 · YMPO UPWP Dues	62,864.06	62,864.06	62,864.05	100.0%
4400 · Interest Income	295.05	2,773.55	5,000.00	55.47%
4600 · Charges for Services				
4904 · Traffic Count Revenue	0.00	0.00	13,099.40	0.0%
Total 4600 · Charges for Services	0.00	0.00	13,099.40	0.0%
4700 · Other Revenue				
4907 · Misc Revenue	0.00	172.00		
Total 4700 · Other Revenue	0.00	172.00		
Total Income	166,761.90	404,888.51	1,562,227.45	25.92%
Expense				
5110 · Payroll Expenses				
5111 · Fringe Benefits	2,494.81	20,375.72	32,439.13	62.81%
5112 · Part Time Staff-Salaries				
5133 · Part Time Staff-Salaries- Local	2,125.19	4,535.11	9,633.79	47.08%
5112 · Part Time Staff-Salaries - Other	4,148.26	31,661.69	74,594.45	42.45%
Total 5112 · Part Time Staff-Salaries	6,273.45	36,196.80	84,228.24	42.98%
5113 · Full Time Staff-Salaries	26,371.50	230,718.74	349,447.00	66.02%
5115 · Health Insurance-ER Portion	4,560.00	38,304.00	65,664.00	58.33%
5116 · ASRS	3,603.16	29,683.43	45,184.00	65.7%
5117 · Workman's Comp Insurance	0.00	967.00	1,148.08	84.23%
5118 · FUTA Payroll Expense	54.25	341.03	546.00	62.46%
5120 · Life Insurance	121.43	1,153.73	1,872.00	61.63%
Total 5110 · Payroll Expenses	43,478.60	357,740.45	580,528.45	61.62%
5123 · Consulting Services				
5134 · Contractual-Local	0.00	17,160.45	135,000.00	12.71%
5123 · Consulting Services - Other	6,380.00	185,117.90	643,522.40	28.77%
Total 5123 · Consulting Services	6,380.00	202,278.35	778,522.40	25.98%
5124 · Staff Training/Education				
5137 · Staff Training/Edu Reimb-Local	40.00	1,960.00	6,000.00	32.67%
5124 · Staff Training/Education - Other	199.00	498.00	3,500.00	14.23%
Total 5124 · Staff Training/Education	239.00	2,458.00	9,500.00	25.87%
5125 · Audit Services	0.00	17,500.00	23,500.00	74.47%
5126 · Payroll Processing Fees	685.53	3,890.29	4,600.00	84.57%
5128 · Accounting Services	0.00	0.00	25,000.00	0.0%
5129 · Public Participation	0.00	84.20	750.00	11.23%
5131 · Data Process, Software, Hardware	0.00	14,149.84	20,000.00	70.75%
5132 · Furniture and Equipment	0.00	26,251.33	35,000.00	75.0%

Yuma Metropolitan Planning Organization
Revenue & Expense Budget Performance
April 2022

	Apr 22	Jul '21 - Apr 22	YTD Budget	% of Budget
5140 · Legal	1,153.25	6,805.80	8,000.00	85.07%
5150 · IT Support	452.16	772.09	2,000.00	38.61%
5151 · Building Ins, property tax	0.00	9,109.82	7,143.00	127.54%
5152 · Equipment Maintenance	138.16	613.38	1,500.00	40.89%
5153 · Office Supplies	310.86	1,802.78	3,000.00	60.09%
5154 · Postage	0.00	0.00	500.00	0.0%
5155 · Printing	0.00	235.08	600.00	39.18%
5157 · Publications, Subscriptions	0.00	2,233.12	2,250.00	99.25%
5158 · Registration Fees	40.00	6,360.00	6,000.00	106.0%
5159 · Special Meetings	0.00	0.00	2,000.00	0.0%
5160 · Telecommunications	873.83	10,075.20	12,000.00	83.96%
5162 · Vehicle Insurance	0.00	4,418.58	4,500.00	98.19%
5163 · Vehicle Maint., Repairs, Parts	0.00	104.34	2,500.00	4.17%
5164 · YMPO Memberships & Dues	0.00	2,219.33	3,000.00	73.98%
5165 · Finance Charges and Interest	3.50	28.38	250.00	11.35%
5166 · Website Maintenance	143.00	694.28	2,000.00	34.71%
5167 · Miscellenous Consumables	88.92	1,579.76	2,000.00	78.99%
5168 · Employee Recruitment	0.00	48.08	1,000.00	4.81%
5169 · Miscellaneous-Expense	172.20	3,276.42	9,000.00	36.41%
5171 · Alarm System	120.00	480.00	1,000.00	48.0%
5173 · Electric Bill	409.96	5,216.65	7,500.00	69.56%
5174 · Grounds Maintenance	250.00	2,650.00	4,000.00	66.25%
5175 · Janitorial	720.00	4,320.00	6,480.00	66.67%
5179 · Office Building Repairs				
5181 · Pest Control	0.00	50.00	500.00	10.0%
5179 · Office Building Repairs - Other	6.49	7,936.04	10,000.00	79.36%
Total 5179 · Office Building Repairs	6.49	7,986.04	10,500.00	76.06%
5182 · Sewer & Water	202.41	2,568.24	3,500.00	73.38%
5190 · Travel - Local & Outside County	3,235.05	10,562.64	15,000.00	70.42%
5191 · T530- Traffic Count Fuel	906.78	2,018.64	2,500.00	80.75%
5630 · T530 Traffic Count Equipment				
5631 · T530-Local COY Materials	0.00	0.00	2,183.00	0.0%
5630 · T530 Traffic Count Equipment - O	0.00	3,174.76	4,000.00	79.37%
Total 5630 · T530 Traffic Count Equipment	0.00	3,174.76	6,183.00	51.35%
Total Expense	60,009.70	713,705.87	1,603,306.85	44.52%
Net Ordinary Income	106,752.20	-308,817.36	-41,079.40	751.76%
Other Income/Expense				
Other Income				
4900 · In-Kind Match Revenue	0.00	75,485.14	181,151.00	41.67%
Total Other Income	0.00	75,485.14	181,151.00	41.67%
Other Expense				
9200 · In-Kind Match Expenses	0.00	75,485.14	181,151.00	41.67%
Total Other Expense	0.00	75,485.14	181,151.00	41.67%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	106,752.20	-308,817.36	-41,079.40	751.76%

10000 - Wells Fargo - YMPO General Account	\$ 75,911.34
10009 - Wells Fargo - YMPO Payroll Account	\$ 45,038.42
10100 - Yuma County Treasurer - YMPO Account	\$ 771,622.33
	\$ 892,572.09

YMPO INFORMATION SUMMARY for Agenda Item 5

Proposed Revised YMPO Mission Statement.

DATE: May 18, 2022.

SUBJECT: Proposed Revised YMPO Mission Statement.

SUMMARY:

During the March 31, 2022, Executive Board meeting, as part of her introductory presentation, the YMPO Executive Director, Crystal Figueroa, introduced a proposed/ revised YMPO mission statement. Ms. Figueroa informed the Board that she would bring the revised statement back for consideration and possible action to revise it at a future meeting.

The proposed version includes minor changes to make it more concise and direct. Ms. Figueroa shared the proposed revised statement with a recent Technical Advisory Committee for their review, and comment. Jennifer Albers, City of Yuma Principal Planner, suggested including wording that reflects the effort that YMPO puts forward regarding data collection and, as such, the words have been considered and included in the proposed version. Please note the original and proposed version for consideration as shown below:

Original:

Our mission is to strive to attain and balance multimodal transportation related needs in the Yuma regional transportation planning boundary area as designated by the Arizona Governor, with finite resources, while promoting a safe environment and enhancing the quality of life in the community. YMPO planning includes coordinating and integrating sustainable solutions, and maintaining a continuing 23-year multi-agency comprehensive transportation plan, and a communicative atmosphere to incorporate our public involvement.

Revised/Proposed:

Our mission is to balance multimodal transportation related needs in the formally designated Yuma regional transportation planning area, while promoting a safe environment and enhancing the quality of life in our community. YMPO planning includes collecting data; coordinating and integrating sustainable solutions; and maintaining a continued Long-Range, multi-agency, comprehensive transportation plan, to incorporate all stakeholders and members of the public.

PUBLIC INPUT:

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

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: The YMPO mission statement has not been updated since 2011.

POLICY: This requested change aligns with all YMPO By-Laws, Objectives and other responsibilities.

ACTION NEEDED:

This item is on the agenda for information, discussion, and possible action to approve the proposed revised YMPO mission statement.

CONTACT PERSON:

Crystal Figueroa, Executive Director, 928-783-8911.

YMPO INFORMATION SUMMARY for Agenda Item 5

Possible Changes to the FY 2022-2023 YMPO Unified Planning Work Program (UPWP) FY 2023 Only

DATE: May 19, 2022

SUBJECT: FY 2022-2023 YMPO UPWP possible changes to FY 2023 only.

SUMMARY:

During the April 29, 2021, Executive Board meeting, the Board initially approved the two-year FY 2022-2023 UPWP. Since that time, a couple of amendments have been presented. The Board approved the latest at the April 28, 2022, Board meeting. The end of the first year of the two-year work program is approaching, and YMPO Staff is preparing the forthcoming FY 2023 budget and will present an amendment to the two-year work program at a future Board meeting to incorporate proposed changes to the second year for consideration.

YMPO Staff are currently working on some significant changes to the UPWP and Annual Budget. These include additional funding resulting from the new Infrastructure Investment and Jobs Act (IIJA) or Bipartisan Infrastructure Law (BIL), deferral of four studies, possible carried forward funds balances for a study initiated in FY 2022, and programming consideration of Local funds for future grant opportunities. This item is on the agenda to allow members to ask questions and pose what-if scenarios prior to possible action. In addition, this procedure will enable 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 new funds resulting from the BIL.
- (2) The deferral of four studies from FY 2022 to FY 2023, 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 Local funds to apply for upcoming grant opportunities
- (4) The possible programming of operational need expenses.

PUBLIC INPUT:

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

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: This is the second the two-year cycle of the UPWP. A new UPWP is NOT needed at this stage, but some changes are being proposed and will be forwarded to members at a future Board meeting for consideration as part of the approval of FY 2022-2023 UPWP Amendment #3 changes pertaining to FY 2023 only.

POLICY: Title 23, Code of Federal Regulations (CFR) §450 et al., contains the guidance on what projects need to be carried out by MPOs.

ACTION NEEDED:

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

CONTACT PERSON:

Crystal Figueroa, Executive Director, 928-783-8911

YMPO INFORMATION SUMMARY for Agenda Item 7

Update of US-95 Funding

DATE: May 19, 2022

SUBJECT: Update on US-95 Funding in the State Highway Construction Program.

SUMMARY:

The current FY 2022-2026 Arizona Five-Year Transportation Facilities Construction Program, prepared by ADOT, was approved by the State Transportation Board (AZSTB) on June 18, 2021. The program included just under \$55 million in projects in Yuma County, including approximately \$8.7 million for phase 2 of the widening of US-95: Rifle Range Road to the Wellton-Mohawk Canal segment, including replacement of the bridge itself. Since that time, some of the funds have been used for the design phase, and a RAISE Grant application submitted by YMPO, in cooperation with the ADOT, was not successful.

Partly due to the increased funds flowing to the State under the Bipartisan Infrastructure Law (BIL) the State has decided to program additional funds for the construction phase for this segment. As a result, the AZSTB is expected take the appropriate action at their scheduled meeting on May 20, 2022, to increase the project from \$6.5 million to \$28.9 million and the project is estimated to go to bid before the end of the fiscal year.

PUBLIC INPUT:

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

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: The AZSTB is responsible for allocating funds to State Highway projects through the State Transportation Facilities Construction Program and for approving contracts, when the bid process is complete. The ADOT Project Review Board (PRB) and the Priority Planning Advisory Committee (PPAC) have already approved these additional funds.

POLICY: If BIL Federal funds are included as part of the additional funds, the project will need to be programmed in the YMPO Transportation Improvement Program (TIP).

ACTION NEEDED:

This item is on the agenda for review, discussion, and/or possible comment only at this stage.

CONTACT PERSON:

Paul Ward, Principal Engineer, 928-783-8911

YMPO INFORMATION SUMMARY for Agenda Item #8

The Regional Coordination Plan (RCP).

DATE: May 19, 2022

SUBJECT: The YMPO Regional Coordination Plan (RCP).

SUMMARY:

FTA formula program Section 5310 – Enhanced Mobility of Seniors and Individuals with Disabilities requires projects to be derived from a coordinated plan. FTA guidance defines the plan as “a locally developed, coordinated public transit-human services transportation plan that identifies the transportation needs of individuals with disabilities, older adults, and people with low incomes, provides strategies for meeting those local needs, and prioritizes transportation services for funding and implementation”.

In the YMPO region, the 5310 program requires the MPO to have a current Regional Coordination Plan (RCP) and the last plan was published in 2017. The YMPO RCP defines a set of strategies to advance local efforts in meeting the mobility needs of transportation disadvantaged individuals in the Yuma region.

The plan analyzes the demographics of the transportation disadvantaged populations within the Yuma region, identifies destinations throughout the extents of the region, and inventories mobility resources available to the general public and targeted populations. Through public outreach and analysis, the plan identifies mobility needs and strategies to resolve those needs. However, it has been delayed, primarily due to COVID-19 related restrictions on collecting existing conditions and the hiring of the Mobility Manager.

The anticipated Time Frame is as follows:

- Possible Release Date of RFP - May 26, 2022
- RFP Submittals Due - June 15, 2022
- Review by TAC and recommendation - June 23, 2022
- Special EB meeting to approve contract - June 30, 2022
- Estimated YMPO RCP Final Report due - December 8, 2022

PUBLIC INPUT:

No members of the public have commented on this request, to date. However, input from many of the region’s providers has been obtained.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: This Study includes proposed activities in FYs 2022 and 2023. We will need to select an outside consultant to produce the 2023 RCP.

POLICY: Title 49, Code of Federal Regulations (CFR) §5310. Formula grants for the enhanced mobility of seniors and individuals with disabilities.

ACTION NEEDED:

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

CONTACT PERSON:

Jesus R. Aguilar "JR", Mobility Manager, 928-783-8911