



EXECUTIVE BOARD REGULAR MEETING MINUTES

Local Governments & Citizens Working Together

**Executive Board
Regular Meeting
Thursday, January 28, 2021
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 1:32 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	Matias Rosales, Vice-Mayor, City of San Luis ^
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, Councilmember, City of Yuma *
Member	Leslie McClendon, Deputy Mayor, City of Yuma *

^ Members attended in person.

* Participated by teleconference.

YMPO Executive Board Members Absent:

Secretary/Treasurer	Martin Porchas, Board of Supervisors, Yuma County
Member	Vacant, 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

Additional Attendees:

Kevin Adams RTAC *
Dan Merum Wilson & Company *

Declaration of Votes:

All members of the City of Yuma attended the meeting and retained their allocated votes. Supervisor Lynne Pancrazi confirmed that she held a proxy vote for Supervisor Martin Porchas, for a total of two votes for Yuma County.

3. Annual Declaration of Votes for Calendar Year 2021

As required by YMPO By-Laws, Councilmember Gary Knight declared the annual votes for the City of Yuma for Calendar Year 2021 as follows: 2 votes for himself, 2 votes for Councilmember Watts, and 1 vote for Deputy Mayor McClendon.

4. Welcome to New Members

Paul Ward, YMPO Executive Director welcome the newest members of the Board, Vice-Mayor Matias Rosales from the City of Somerton and Deputy Mayor Leslie McClendon from the City of Yuma.

5. 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.

6. Consent Agenda

- A. Approval of the December 10, 2020, Board Meeting Minutes
- B. YMPO Income/Expenditure for November/December 2020.

MOTION: Councilmember Gary Knight moved approve the consent agenda, as presented. Vice-Mayor Rosales seconded, and the motion was unanimously approved.

7. New Office for YMPO

Mr. Ward updated the Board on ongoing activities for the new office and displayed a photo presentation of construction progress. He mentioned that the conference room construction, where Board meetings are expected to be held, had begun and is anticipated to be completed by the end of February. YMPO is expected to be completely moved before the end of the current lease.

8. Calendar Year 2021 Election of Officers

Mr. Ward informed the Board that the election of officers normally occurs at the February Board meeting. He updated the Board on the usual rotation of officer elections indicated in the YMPO By-Laws, specifically the rotation from Vice-Chair to Chair. He reported that Vice-Mayor Matias Rosales from the City of San Luis will be moving up the Chair position

and Supervisor Porchas from Yuma County will rotate to the Vice-Chair position. As a result, YMPO Secretary/Treasurer will be appointed.

9. Calendar Year 2021 Election of YMPO Subcommittee Members and Identification of Officials for Attending STB and RTAC meetings.

Mr. Ward announced that the election of YMPO Subcommittee members usually occurs next month. He reminded the Board of the current representatives on the Statewide Boards/Councils, the Arizona State Transportation Board (STB). Mr. Ward mentioned the STB member representing district six is Councilmember Knight and has done a good job doing so. He reported, the YMPO has the opportunity to appoint a direct member to represent the Yuma County region at the State level as well. Another represented council is the Rural Transportation Advisory, previously represented by City of San Luis Vice-Mayor Maria Cruz and alternate Mayor Cecilia McCollough. Currently, Mayor McCollough has asked for consideration as the formal RTAC representative for 2021. Mr. Ward also mentioned that two members would be elected for the Audit Committee, and the Secretary/Treasurer will become the Chair of the Audit Committee. Two other possible committees are one to oversee any changes to the YMPO By-Laws, and another to carry out a performance evaluation of the Executive Director.

Board member Knight mentioned that the new members of the Board would be best served if the election of subcommittee members be deferred to the February meeting with the regular election of officers.

10. FY 2020-24 YMPO Transportation Improvement Program Amendment #3

Charles Gutierrez, YMPO Senior Planner, informed the Board that ADOT, in conjunction with the City of San Luis effort, started the design concept and NEPA phases with the Federal Coordinated Border Infrastructure (CBI) funding for the then-named Juan Sanchez Boulevard project. Since that time, the City of San Luis changed the roadway's name to Cesar Chavez Boulevard. Mr. Gutierrez mentioned ADOT and the City of San Luis have overseen the Project Assessment process and design level and have approved an environmental clearance to allow the project to move forward. In October 2020, ADOT identified that CBI funds remained allocated to the Juan Sanchez (Cesar Chavez) Boulevard project and requested YMPO to process a TIP Amendment to allow the City to authorize the funds to obtain right-of-way and/or to advance the design phase beyond the 30% state, along the corridor. A summary page was provided that displays past, requested current, and future progress with an anticipated time for each stage. Mr. Gutierrez reported that the request for FY 2021 is to expend the \$458,000 Cross Border Infrastructure (CBI) funds in right of way for 2021 and add the 10th Ave and 6th Ave projects to the TIP as locally funded projects. He concluded by stating the item is on the agenda for approval of Amendment #3 to the FY 2020-2024 YMPO TIP.

MOTION: Councilmember Knight moved to approve Amendment #3 to the FY 2020-2024 YMPO TIP. Supervisor Pancrazi seconded, and the motion was unanimously approved.

11. FY 2021-2025 ADOT Transportation Facilities Construction Program

Mr. Ward informed the Board that during this year's program, Yuma County is expected to receive approximately \$63.6 million in projects over the five-year program and showed summary of each project.

Southwest District Engineer reported that for project US 95 Ave 9E to Fortuna Wash, ADOT is in the process of acquiring property rights from local landowners, is scheduled to be advertised in March, and break ground in June of 2021. He anticipates project duration of a year to a year and a half including impacts to farm communities and local traffic.

12. Executive Director's Evaluation

The Chair requested a motion to go into Executive Session.

Motion: Councilmember Knight moved to recess into Executive Session. Vice-Mayor Rosales seconded, and the item was unanimously approved.

13. Executive Session

The Board met in Executive Session on the Executive Director's evaluation. There are no minutes available for this period.

14. Reconvene to Public Meeting

The Chair reconvened to public meeting.

15. Executive Director's Evaluation – Open Discussion

No Discussion by Board members.

16. 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

17. 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. Executive Director Annual Evaluation.
- B. Future Regional Transportation Funds update.
- C. Possible Ribbon-Cutting on New Office.
- D. Future visits by YMPO Team to member agencies.
- E. Title VI requirements.

18. Progress Reports.

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

- A. Dec 10 - TAC telemeeting (PW, CG, DM, MR).
- B. Dec 10 - YMPO LRTP telemeeting - City of Yuma (PW, CG)
- C. Dec 10 - Nov/Dec EB telemeeting (PW, CG, CF).
- D. Dec 10 - YMPO LRTP telemeeting - Yuma County (PW, CG).
- E. Dec 11 - COGs/MPOs Planner's telemeeting (CG, DM).
- F. Dec 11 - COGs/MPOs Working Group telemeeting (PW, CG).
- G. Dec 14 - ADEQ PM-10 Dust Controls telemeeting (PW).
- H. Dec 14 - YMPO LRTP telemeeting - City of Somerton (PW, CG).
- I. Dec 14 - Weekly regional ED panel (PW).
- J. Dec 16 - YMPO LRTP telemeeting with City of San Luis.
- K. Dec 16 - YMPO LRTP telemeeting with ADOT.
- L. Dec 17 - ADEQ PM-10 Dust Controls telemeeting (PW, CG).
- M. Dec 18 - AZSTB telemeeting.
- N. Dec 21 - Weekly regional ED panel (PW).
- O. Dec 22 - Meet with Pat Walker (PW, CG).
- P. Dec 22 - YMPO LRTP biweekly telemeeting (PW, CG).
- Q. Dec 22 - Telemeeting with Vice-Mayor Matias Rosales (PW, CF).
- R. Jan 4 - Staff meeting (All).
- S. Jan 5 - Yuma County Bicycle Task Force telemeeting (PW, CG).
- T. Jan 5 - YCIPTA/YMPO SRTP telemeeting (PW).
- U. Jan 5 - YMPO LRTP biweekly telemeeting (PW,CG).
- V. Jan 9 - Mike Jones (Co-workers Viewing).
- W. Jan 11 - ADOT/YMPO Coordination telemeeting.
- X. Jan 13 - New office meeting with YC IT staff (PW, CG).
- Y. Jan 14 - TAC telemeeting (PW, CG, DM, MR).
- Z. Jan 15 - AZSTB telemeeting (PW).
- AA. Jan 19 - Yuma County Bicycle Task Force telemeeting (PW, CG).
- BB. Jan 19 - FHWA PEL Virtual Workshop (DM research).
- CC. Jan 19 - YMPO LRTP biweekly telemeeting (PW, CG).
- DD. Jan 20 - YCIPTA/YMPO SRTP telemeeting (PW).
- EE. Jan 20 - ADOT TAMP Local Workshop telemeeting (PW, CG).
- FF. Jan 21 - FHWA PEL Virtual Workshop (DM research).
- GG. Jan 21 - ADOT Pedestrians Area Emphasis telemeeting (DM).

16. Adjournment.

There being no further business to discuss, the meeting was adjourned at 2:48 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.

Anticipated Future 2021 Meeting Locations

All future meetings will be held at the NEW YMPO office at 230 West Morrison Street, Yuma, Arizona 85364. However, although members **MAY** participate in person, members may also participate electronically, by computer and/or telephone (or both), using the GoToMeeting portal. The next two meetings will occur on Thursday, February 25, 2021, and Thursday, March 25, 2021

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
February 25, 2021



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



Vice-Mayor Martha Garcia, Chair
YMPO Executive Board