

EXECUTIVE BOARD REGULAR MEETING MINUTES

Local Governments & Citizens Working Together

**Executive Board
Regular Meeting
Thursday, March 25, 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) Chairman, Councilmember Matias Rosales, called the YMPO Executive Board (the Board) meeting to order at 1:30 p.m. He asked members to join him 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:

Chairman	Matias Rosales, Councilmember, City of San Luis ^
Secretary/Treasurer	Gary Knight, Councilmember, City of Yuma ^
Member	Cecilia McCollough, Mayor, Town of Wellton *
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 *
Member	Kermit Palmer, Councilmember, Cocopah Indian Tribe *

^ Attended in person.

* Participated by teleconference.

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

YMPO Executive Board Members Absent:

Member	Martha Garcia, Councilmember, City of Somerton
Vice-Chairman	Martin Porchas, Board of Supervisors, Yuma County #

Was not present but was represented by proxy by another member.

YMPO Staff Present:

Paul Ward	Executive Director
Charles Gutierrez	Senior Planning/Mobility Manager

Crystal Figueroa Executive Assistant/Accountant II

Additional Attendees:

Kevin Adams RTAC Liaison *
Jay Parke Walker & Armstrong
Susan Thorpe Yuma County Administrator *

Declaration of Votes:

All members of the City of Yuma attended the meeting and retained their allocated votes. Supervisor Pancrazi announced that she held a proxy for Supervisor Martin Porchas.

3. Title VI Declaration and Call to the Public.

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

4. Consent Agenda

- A. Approval of the February 25, 2021, Board Meeting Minutes.
- B. YMPO Income/Expenditure for February 2021.

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

5. FY2019-2020 YMPO Audit

YMPO Executive Director, Paul Ward, introduced Jay Parke from the Audit firm Walker and Armstrong. Mr. Parke reported meeting with the Audit Committee earlier that day and presenting the results of the fiscal year end (June 30, 2020) audit in more detail to the committee. He summarized required communications to the Board, which included a recommendation to strengthen YMPO's internal controls to add oversight on financial spreadsheets. Mr. Parke mentioned that they issued their independent auditors' report on a Comprehensive Annual Financial Reporting format that is specified by the Government Finance Officers Association (GFOA). He explained that it has more detail than the prior basic Financial Statements.

He congratulated the YMPO staff as it requires additional layers of reporting. He reported that the document will go to the GFOA for their review and hopefully receive a prestigious award which informs the organization with conformity of their standards and recommendations, if any. Mr. Parke mentioned he was pleased to report an unmodified "clean" opinion for the 2020 Audit, with no significant deficiencies, material weaknesses or non-compliance instances being reported. He added that they did not perform a Single Audit, as this is only required when an organization expenses over \$750,000 in federal awards and the threshold was not met.

MOTION: The Chairman of the Audit Committee, Gary Knight, confirmed that the audit committee had reviewed the report during a prior meeting and recommended approval of the FY 2019-2020 YMPO Audit. Supervisor Pancrazi (also a member of the Audit Committee) seconded, and the motion was unanimously approved.

6. New YMPO Office – Status

Mr. Ward was pleased to report that YMPO staff had completely moved into the new building, although some further contractor work was still in progress. He mentioned that he anticipates the first Board meeting to happen next month in the new conference room, pending COVID-19 restrictions being lifted. YMPO staff showed a video to show members the progress made on the building to date. Board members expressed excitement about holding their first meeting in the new location and, possibly, in-person.

7. FY 2020-2024 YMPO Transportation Improvement Program, Amendment #4

YMPO Senior Planning/Mobility Manager Charles Gutierrez, reported that, at the request of ADOT, the project on US-95, from Avenue 9E to the Fortuna Wash bridge was having the limits changed and presented the changes to the Board. In addition, ADOT requested to add a new, additional design project for the next phase of the US-95 project and reviewed the details as such. Mr. Gutierrez confirmed that a TIP amendment was needed to allow the changed project(s) to proceed.

MOTION: Supervisor Pancrazi moved to approve Amendment #4 to the FY 2020-2024 YMPO TIP. Councilmember Knight seconded, and the motion was unanimously approved.

8. FY 2022-23 YMPO Unified Planning Work Program (UPWP).

Mr. Ward presented the draft FY 2022-23 UPWP to the Board for review and public comment. He mentioned the draft was scheduled for review and feedback by Federal agencies and ADOT on March 31, 2021. Mr. Ward informed the Board regarding the upcoming advertising for the Rail and Heavy Freight Study next week and also mentioned future advertisement of the Regional Coordination Plan. He anticipated both studies to start this year and completed in the next fiscal year.

In addition, he mentioned some new, proposed, studies for FY 2021-23 were also included. Mr. Ward mentioned that, as usual, the carried forward balances will not be fully confirmed until all of the bills are received. The projected estimates were developed on likely, anticipated funding levels of Metropolitan Planning (PL) and State Planning and Research (SPR) funds for FYs 2021-22 and 2022-23. Mr. Ward finalized by stating that a final copy of the document is expected to be available at the April 2021 Board meeting for possible approval and will incorporate comments from the Board, the Technical Advisory Committee, member agencies, the public and from the Federal and State review panel.

10. Regional Request to Support Re-Opening the Border.

YMPO Chairman Matias Rosales mentioned that he had forwarded to YMPO staff a letter written by the Arizona District Export Council (Working for America's Exporters) regarding a letter of support for the full re-opening of the border. He stated the agenda item is included for consideration by other Board members. Mr. Ward reported that, in the agenda information summary, he had suggested four different levels of support from no support through the strongest possible support, which would be a Resolution to be signed by all Board members. He stated that he was willing to develop either a letter of support or a Resolution but reported that, although several different companies and regional organizations has signed off on the original Export Council letter, he was uncertain whether any member agencies, or any other Councils of Government or Metropolitan Planning Organizations had directly supported such a letter.

Supervisor Pancrazi stated that the border's closure continues to affect Yuma County in areas including retail sales and finances and therefore has no objection to providing her signature on a letter of support. Councilmember Knight concurred with her and felt that the strongest support was best since it is affecting the whole of the Yuma region. Further discussion centered on whether to approve a letter and/or a resolution and to whom should it be addressed. The result was a letter to be signed by the Chairman and the Director to be targeted to the Federal and State legislative representatives and the Secretary of Transportation. Mr. Ward asked whether each member of the Board would want to individually sign the letter.

MOTION: Supervisor Pancrazi moved to authorize Mr. Ward to develop a letter of support for the re-opening of the Border, to be signed by the Chairman and Mr. Ward. Councilmember Knight seconded, and the motion was unanimously approved with one abstention from ADOT Southwest District Engineer.

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

Mr. Ward reported the LRTP Update is approaching its completion and is anticipated to be finished by the end of May. He mentioned that out of the eight major tasks, four have been substantially completed and the formal Public Involvement Process was starting. He introduced the consultant for the LRTP from Kittelson and Associates, Mr. Vamshi Yellisetty, AICP. Mr. Yellisetty reported that they have spent the last few months meeting with every member agency and some of the key stakeholders in the region including the Greater Yuma Economic Development Corporation to obtain a good perspective on what the Yuma Metropolitan region is today and what it might look like in the future. He explained that all the information is fed into the modeling process and in preparing the transportation plan. Mr. Yellisetty mentioned that, as his team are wrapping the transportation model development, they are getting into the Public Outreach Plan and will be reaching out to all the communities in the region. He reported good progress overall and under a tight schedule to complete the timeline.

11. Status of Recent Federal, State, & Local Legislation on Funding Transportation.

Mr. Ward presented on possible funds that might be available for transportation projects and legislation action for possible funding of transportation at the Federal, State, and local levels. He mentioned recent discussion going on a possible infrastructure bill of between two and four trillion dollars. Mr. Ward mentioned it is worth thinking where that money wants to be spent or what projects are needed. Mr. Ward introduced the Rural Transportation Advocacy Council's Kevin Adams for a legislative Federal and State update. Mr. Adams confirmed that there is a tremendous amount of opportunity of revenues to the infrastructure but was not sure how that will be directed but asked members to be prepared on ways to spend that money. Mr. Ward summarized that members of the TAC will be requested to start identifying possible projects that could be submitted for consideration for funding.

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

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

13. Possible Future Agenda Items.

The following items will be heard at a future meeting. Members were encouraged to suggest topics for discussion at a future Board meeting:

- A. Future Regional Transportation Funds update.
- B. Possible Ribbon-Cutting on New Office.
- C. Visits by YMPO staff to member agencies.

13. Progress Reports.

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

- A. Mar 1 - Presentation to Yuma County BOS (PW).
- B. Mar 1 - (Brief) staff meeting in new office (All).
- C. Mar 2 - STSP Lane Departure telemeeting (CG).
- D. Mar 3 - STSP Intersections telemeeting (CG).
- E. Mar 3 - Pat Walker walk-through new office (PW).
- F. Mar 3 - YCIPTA/YMPO SRTP telemeeting (PW).
- G. Mar 4 - YMPO LRTP biweekly telemeeting (PW, CG).
- H. Mar 5 - Yuma County Bicycle Task Force telemeeting (PW).
- I. Mar 8 - San Luis Parks telemeeting (CG).
- J. Mar 8 - RTAC Advisory Committee meeting (PW).
- K. Mar 8 - ADOT/YMPO Coordination telemeeting (PW, CG).

- L. Mar 9 - Internal PMSS status meeting (PW, CG, DM).
- M. Mar 10 - TAC internal preview meeting (PW, CG).
- N. Mar 11 - TAC telemeeting (PW, CG, DM, MR).
- O. Mar 15 - Arizona STEP Committee meeting (PW).
- P. Mar 16 - YMPO LRTP biweekly telemeeting (PW, CG).
- Q. Mar 19 - AZSTB telemeeting (PW).
- R. Mar 22 - RTAC Board meeting (PW).
- S. Mar 23 - Statewide Mobility Manager's telemeeting (CG, MR).
- T. Mar 24 - Yuma County Bicycle Task Force telemeeting (PW, CG).
- U. Mar 25 - EB telemeeting (PW, CG, CF, DM).
- V. Mar 30 - YMPO LRTP biweekly telemeeting (PW, CG).
- W. Mar 31 - Federal, State UPWP review telemeeting (All).

19. Adjournment.

There being no further business to discuss, the meeting was adjourned at 2:50 p.m.

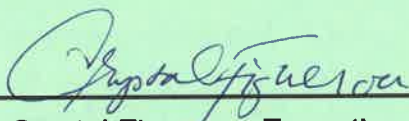
Notice: In accordance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, YMPO does not discriminate on the basis of disability, in the admission of, or access to, or treatment or employment in, its programs, activities, or services. For information regarding 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 continue to be held at the new YMPO office at 230 West Morrison Street, Yuma, Arizona 85364. However, although they **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, April 29, 2021, and Thursday, May 27, 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 April 29, 2021



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



Councilmember Matias Rosales, Chairman
YMPO Executive Board

