



EXECUTIVE BOARD REGULAR MEETING MINUTES

Local Governments & Citizens Working Together

**Executive Board
Regular Meeting**

**Thursday, April 29, 2021
1:30 P.M.**

**The Meeting was held in Person, and by using
GoToMeeting by Video and/or Teleconference from
the Main Conference Room at the NEW YMPO Offices
at 230 West Morrison Street, 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 Senior Planning Manager, Charles Gutierrez, 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

Additional Attendees:

Africa -Luna-Carrasco City of San Luis Councilmember
Kevin Adam RTAC Liaison *
Mark Hoffman ADOT Senior Planner *
Susan Thorpe Yuma County Administrator *

Declaration of Votes:

Councilmember Gary Knight declared one votes for Deputy Mayor McClendon, two votes for himself and two vote for Councilmember Watts. Supervisor Pancrazi announced that she held a proxy for Supervisor Martin Porchas.

3. Title VI Declaration and Call to the Public.

Mr. Gutierrez read the YMPO Title VI obligations. No members of the public addressed the Board.

4. Consent Agenda

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

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

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

Mr. Paul Ward, YMPO Executive Director, introduced this item by reporting that the LRTP was proceeding slowly and that the Public Involvement Program (PIP) had recently kicked off. The consultant team from Kittelson Associates had reviewed the current and future conditions with all of the member agency staffs and had developed a PIP to gather as much feedback from members of the public and other stakeholders as possible. Mr. Ward encouraged Board members to visit the PIP website at greateryumamoves.com and give their input. He stepped through some of the website pages to familiarize members with the layout.

Mr. Ward reported that the final LRTP was originally scheduled to be reviewed and approved by the Executive Board at their May 27, 2021, meeting. However, he confirmed that he had contacted the appropriate staff members at ADOT and at the Federal transportation agencies to delay the approval of the LRTP until the July 29, 2021, meeting and he anticipated a positive response.

6. FY 2022-2026 YMPO Transportation Improvement Program (TIP).

Mr. Gutierrez briefly introduced the steps for developing and approving the TIP and summarized that it generally comprised the first four to five years of the LRTP. However, the TIP projects needed to be defined in more detail and had to be funded with committed funding. Mr. Gutierrez displayed a spreadsheet with the projects currently listed which

included all of the projects funded with Surface Transportation Block Grant (STBG), Highway User Revenue Funds (HURF Swap), Highway Safety Improvement Program (HSIP) and will, eventually, include all of the ADOT projects within Yuma County. He indicated that YMPO anticipates approval of the TIP, in conjunction with the LRTP and the associated Air Quality Conformity Analysis during the July 29, 2021, Board meeting.

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

Mr. Ward reported that the new UPWP for fiscal years 2021-23 and 2022-23 had been finalized and were ready for approval. Two annual budgets had also been included, but only the budget for the first year would initially be submitted for approval. Mr. Ward reported that the work being carried out on the Long-Range Transportation Plan, TIP and Air Quality Conformity would be substantially complete by the end of the current fiscal year, but some of the payments would not be finalized until the following year, so some of the funds would need to be carried forward.

Further, Mr. Ward indicated that the Rail Study would be fully funded within the first year, that an Intelligent Transportation System Study would begin within the first year and that the Origin-Destination Study would be fully completed in the same first year, although it may require a slight increase in funds when the City of San Luis are able to initiate the effort. Finally, Mr. Ward reported that the second fiscal year contained only one major study, possible a Roads of Regional Significance Study, but this has only been outlined at this stage and no Scope of Work has been developed for the funds concerned.

MOTION: Councilmember Knight moved to approve the FY 2022-23 YMPO UPWP and Annual Budget for FY 2021-22, Councilmember Watts seconded, and the motion was unanimously approved.

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

Mr. Ward introduced this item by saying that the activity regarding possible additional funds that MIGHT be available for transportation projects has continued. He reminded members of the RAISE Grant possibilities and opined that the possible opportunities for increased funds for transportation projects might be huge, especially at the federal level. As a result, the YMPO Technical Advisory Committee (TAC) had started developing a list of 'regional' projects that the Yuma region could prioritize for this funding, if it becomes available. Mr. Ward stated that, Kevin Adams, the Rural Transportation Liaison for the Rural Technical Advisory Council (RTAC) was on the phone and was available to give members a further update.

The Chair asked Mr. Adams whether he had any additional comments. Mr. Adams agreed with Paul's summary of what might be happening and added more information regarding how the State might allocate some of the funding from the federal authorities down to the regions and that RTAC was developing a list of projects to identify the transportation needs within the 'rural' regions of the State. He encouraged members to support

developing a list of regional projects for possible consideration for funding within the next three to four years.

9. YMPO Pavement Management System Study (PMSS).

Mr. Ward reminded members that the PMSS had been finalized by the consultant team from Kimley-Horn and they had submitted their final report. Mr. Ward also reminded members that it might be appropriate for YMPO to follow up with a Phase 2 of the PMSS, in the next year or two, to see how well member agencies are doing on their maintenance of existing facilities and to see whether having a PMS was helping improve pavement conditions overall. He stated that the consultant team leader, Tim Miller, was available on the phone and the Chairman called on Mr. Miller to give his presentation.

Mr. Miller summarized the PMSS process and thanked the member agencies for their assistance in gathering the data needed to identify the pavement segments to be studied, for the analysis of the pavements concerned, and for producing the final report. He agreed that a follow up would be a good way to support the smaller communities in the region and continue to assist them with pavement preservation techniques and methods.

Mr. Ward reported that the YMPO TAC had reviewed the final report and, during their April 8, 2021, meeting, the TAC recommended that the report be accepted, as written. The Chairman noted that this item is on the agenda for information, discussion, and possible action to accept the FY 2020-21 YMPO Pavement Management System Study Final Report.

MOTION: Councilmember Knight moved acceptance of the report, Councilmember Watts seconded, and the motion was unanimously approved.

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

Mr. Gutierrez summarized the status of the YMPO Ledger balance for Federal Surface Transportation Block Grant (STBG) funds. YMPO normally receives approximately \$1 million in STBG funds each year, through ADOT, and is expected to spend these funds in a timely manner. These funds are usually programmed for construction projects submitted by YMPO member agencies. At the end of each fiscal year, YMPO needs to have found a way to utilize the funds either on construction either on design or construction projects or by loaning them to another entity.

Currently, the YMPO Ledger shows an unused balance of \$1,289,291.73 in FY 2021 funds. YMPO is planning on 'loaning' the funds to ADOT and have committed to returning the funds to us at the beginning of the next fiscal year, in July 2021, or at a later date, as requested.

MOTION: Councilmember Knight moved to authorize a loan of \$1,289,291.73 in Federal STBG funds and Obligation Authority to ADOT, to be returned as explained by YMPO staff. Councilmember Watts seconded and the motion was unanimously approved.

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. Mr. Ward reported that his final visit of this cycle to a member agency would be to the City of San Luis on May 12, 2021.

13. Progress Reports.

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

 - A. Apr 1 - YMPO LRTP biweekly telemeeting (PW, CG).
 - B. Apr 5 - Staff meeting (All).
 - C. Apr 5 - Arizona COGs/MPOs Director's meeting (PW).
 - D. Apr 6 - Lunch meeting with YCIPTA Transit Director (PW).
 - E. Apr 7 - Yuma TOC telemeeting (PW).
 - F. Apr 8 - TAC Pre-meeting (PW, CG).
 - G. Apr 8 - TAC telemeeting (PW, CG, MR).
 - H. Apr 8 - Chairman Sign-Up for Wells Fargo Accounts (PW, CF).
 - I. Apr 8 - AWC Radio Interview (PW).
 - J. Apr 8 - YRBC telemeeting (PW).
 - K. Apr 9 - COGs/MPOs Planners' meeting (CG).
 - L. Apr 12 - Meeting with Felicia Frausto, YC HR Director (PW, CF).
 - M. Apr 12 - Interview possible new hire - John Horvath (PW, CG).
 - N. Apr 12 - ADOT/YMPO Coordination telemeeting (PW, CG).
 - O. Apr 13 - YMPO LRTP biweekly telemeeting (PW, CG).
 - P. Apr 14 - DBE Reporting - Transit Training Webinar (CG).
 - Q. Apr 16 - AZSTB telemeeting (PW).
 - R. Apr 19 - RTAC Advisory Committee meeting (PW).
 - S. Apr 19 - Regional Transportation Sales Tax meeting (PW).

- T. Apr 20 - LRTP Phase 1 Outreach telemeeting (PW).
- U. Apr 20 - Presentation to Somerton City Council (PW).
- V. Apr 21 - Presentation to Yuma City Council (PW).
- W. Apr 22 - LRTP Check-In on Public Participation (PW, CG).
- X. Apr 26 - RTAC Board meeting (PW).
- Y. Apr 27 - Meetings with Spectrum and YC IT (CG).
- Z. Apr 27 - Presentation to Cocopah Indian Tribal Council (PW).
- AA. Apr 27 - YMPO LRTP biweekly telemeeting (PW, CG).
- BB. Apr 28 - AMPO General membership telemeeting (PW).
- CC. Apr 28 - 5310 Scoring (CG).
- DD. Apr 29 - LPA Training (PW, CG).
- EE. Apr 29 - EB telemeeting (PW, CG, CF).

19. Adjournment.

There being no further business to discuss, the meeting was adjourned at 2:43 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, May 27, 2021, and Thursday, June 24, 2021.

Preparation and Approval of Minutes:

Minutes prepared by:



Paul D. Ward, P.E., Executive Director

Minutes reviewed to form by:

Minutes approved in regular session,
on May 27, 2021



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



Councilmember Matias Rosales, Chairman
YMPO Executive Board