

EXECUTIVE BOARD REGULAR MEETING AGENDA

Local Governments and Citizens Working Together

EXECUTIVE BOARD
Regular Meeting
Thursday, May 25, 2023
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	Gary Knight, Councilmember, City of Yuma
Vice-Chair	Cecilia McCollough, Vice Mayor, Town of Wellton
Secretary/Treasurer	Maria Cruz, Councilmember, City of San Luis
Member	Lynne Pancrazi, Board of Supervisors, Yuma County
Member	Martin Porchas, Board of Supervisors, Yuma County
Member	Bruce Fenske, Southwest District Administrator, ADOT
Member	Michael Shelton, Councilmember, City of Yuma
Member	Art Morales, Councilmember, City of Yuma
Member	Wynnie Ortega, Councilmember, Cocopah Indian Tribe
Member	Miguel Villalpando, Councilmember, City of Somerton

A regular electronic meeting of the Executive Board (the Board) of the Yuma Metropolitan Planning Organization (YMPO) will be held on Thursday, May 25, 2023, 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 concerning 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 teleconference, 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.

3. Consent Agenda

A. Approval of the April 27, 2023, Board Meeting Minutes

B. YMPO Income/Expenditure Report for April 2023

A copy of the draft minutes of the Regular Board meeting from April 27, 2023, will accompany this agenda. Members will have the opportunity to review, report any changes, and/or approve the minutes of the April 27, 2023, Regular Board meeting. The April financial report is also expected to accompany this agenda and will be available for comment 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 27, 2023, and the financial report for April 2023 are attached as Items A and B respectively.

4. YCIPTA Report on Bus Situation and Transit Activities

Based on the last meeting, Board members requested to be informed on the YCIPTA stored buses on Pacific Ave. YCIPTA Executive Director Shelly Kreger will provide a status report on the bus fleet situation and Transit activities.

This item is on the agenda for information, discussion, and possible comment only. Ms. Figueroa, YMPO Executive Director, will present this item.

5. YMPO Staff Hiring Update

The Senior Planning Manager position has been posted through the Yuma County Employment Opportunity site per the usual hiring process. The priority is to find an experienced candidate; however, if it becomes a challenge, the position may become a developmental position with on-the-job training.

This item is on the agenda for information, discussion, and possible comment only. Ms. Figueroa, YMPO Executive Director, will present this item.

6. FY 2024 and 2025 YMPO Unified Planning Work Program (UPWP)

During the previous Board meeting, members were presented with an Initial Draft of the FY 2024-25 UPWP, a two-year program that indicates the anticipated

expenditures YMPO staff expect to need to complete the next two years' regional transportation planning efforts. Staff from the Federal Highway Administration, the Federal Transit Administration, and ADOT participated in a teleconference with YMPO staff on April 13th, 2023, during which YMPO presented the Initial Draft UPWP to them for their comment. We have received some comments from the reviewers and have included the majority of those comments in the Final Draft UPWP which is being presented to the Executive Board for possible approval.

The UPWP includes draft budgets for the next two years, but approval includes only the budget for the first year, FY 2023-24.

This item is on the agenda for information, discussion, and possible action to approve the FY 2024-2025 YMPO UPWP and Annual Budget for FY 2023-2024. Ms. Figueroa, YMPO Executive Director, will present this item and further information is provided in Information Summary 6 to include Final Draft UPWP.

7. FY 2024-28 YMPO Transportation Improvement Program (TIP)

The FY 2024-2028 YMPO Transportation Improvement Program (TIP) is being developed; YMPO TAC members have submitted projects for consideration and possible inclusion into the TIP update. Details from the prior FY 2022-26 TIP and the subsequent seven amendments have been included for the appropriate years concerned. TAC members have been requested to review the projects in their jurisdiction and request changes if needed. This item is being presented as an Initial Draft, anticipating possible approval of a Final Draft by the end of June.

This item is on the agenda for information, discussion, and comment only, at this stage. Mr. Paul Ward will present this item and further information is available in an information summary as Item 7.

8. YMPO Federally Funded Program

To date, YMPO has only received about \$1 million yearly in Federal Surface Transportation Block Grant (STBG) funds for programming within our region. These funds are included in the region's Transportation Improvement Program (TIP), together with all the other Federally funded ADOT projects on State Routes and Transit projects within our region. As a result of the latest Infrastructure Legislation under the new Bipartisan Infrastructure Law (BIL), an increase in funding is known with the development of new programs such as the Carbon Reduction Program which MPOs received a specific allocation, and a newer competitive program known as the Transportation Alternatives Program that ADOT is currently developing criteria for.

Prior discussions with member agencies, YMPO, and ADOT staff have concluded that a formal process for programming future projects should be developed, and YMPO staff have included funds in the new UPWP for such task. The current process for selecting projects for federal funds available to YMPO member agencies will be reviewed, and some ideas for a possible scope of work for the consultant task will be discussed.

The Executive Director will introduce this item, which is on the agenda for information, discussion, and possible action to approve a tentative scope of work for developing the YMPO Federally Funded program for future years. Further details are contained in an information summary that is included with this agenda packet, as item 8.

9. Carbon Reduction Program Funding

The BIL established the Carbon Reduction Program (CRP), which funds projects designed to reduce transportation emissions, defined as carbon dioxide (CO₂) emissions from on-road highway sources. These funds have been directly allocated to MPOs to program eligible projects. YMPO Staff will review further funding details, eligibility criteria, and possible proposed projects. YMPO is required to provide a CRP Plan to ADOT by August 18, 2023.

This item is on the agenda for information, discussion, and comment only, at this stage. Ms. Figueroa and Mr. Ward will present this item and further information is available in an information summary as Item 9.

10. State Legislation on the 2023 RTAC Priority Projects

The 2023 Legislative process at the State capitol is in full swing, the Legislature passed a \$17.8B budget for the upcoming year and was signed by Governor Hobbs. The budget included \$367M Infrastructure for various projects, 27 projects from HB2543 RTAC Rural Priority Project legislation appropriations for Greater Arizona transportation projects. Two of the projects were located in the YMPO region, YMPO staff will present additional information.

This item is on the agenda for information, discussion, and comment only, at this stage. Ms. Figueroa will present this item and further information is available in an information summary as Item 10.

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, AZRTS, 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 members 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. Approval of new TIP 2024-2028
- B. Short-Term Loan of Federal Funds and Obligation Authority to ADOT
- C. Complete Streets Concept Outline
- D. AZ RTS Update
- E. Executive Director's Evaluation

13. 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. May 2 - 5310 Panel Discussion with ADOT (JR)
- b. May 8 - RMC 5310 Meeting (JR)
- c. May 8 - TIP Discussion with the City of Yuma (PW)
- d. May 10 - Staff Meeting (CF, PW, BD, NC, JH, JR, RA)
- e. May 10 - TIP Discussion with Yuma County (PW)
- f. May 11 - Traffic Count Meeting (JH, RA)
- g. May 11 - RTS Planning Meeting (CF, BD, NC, JR, RA)
- h. May 11 - TAC Meeting (CF, PW, NC, JR, JH)
- i. May 11 - YRBC Meeting (JR, PW)
- j. May 15 - ADOT/YMPO Monthly Coordination Meeting (CF, PW)
- k. May 15 - RTAC Advisory Committee Meeting (CF)
- l. May 15 - RTS Planning Meeting (CF, CG, BD, NC, JR, RA)
- m. May 15 - Council for Technical Solutions Meeting (CF)
- n. May 16 - UPWP Edits (CF, BD)
- o. May 16 - Web Presence Executive Summary and Plan (CF, JH)
- p. May 16 - Yuma PM10 SIP Update Meeting (CF, PW)
- q. May 17 - YMPO/Quechan Meeting (CF)
- r. May 18 - AAS Properties Visit Re: Retaining Wall (CF, NC)
- s. May 19 - AZSTB Meeting in Gilbert (CF, PW)
- t. May 21-25 - CTAA and OTA Expo 2023 (JR)
- u. May 22 - RTAC Board Meeting (CF)

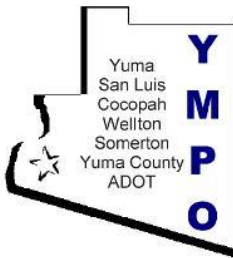
v. May 24 - RTS Planning Meeting (CF, PW, BD, JH, NC, JR)

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 Crystal Figueroa or Paul Ward at 928-783-8911.

15. Anticipated Future 2023 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 occur on Thursday, June 29, 2023, and July 27, 2023.



EXECUTIVE BOARD MEETING MINUTES

Local Governments and Citizens Working Together

**EXECUTIVE BOARD
Regular Meeting
Thursday, April 27, 2023
1:30 P.M.**

**The Meeting was held In-Person and 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
The Yuma Metropolitan Planning Organization (YMPO) Chair, Councilmember Gary Knight, called the YMPO Executive Board (the Board) meeting to order at 1:30 p.m. and asked the Board to join him in reciting the Pledge of Allegiance.

2. Roll Call Attendance and Declaration of Votes
The YMPO Bookkeeper/Administrative Assistant, Norma Chavez, called the roll as follows:

YMPO Executive Board Members Present:

Chair	Gary Knight, Councilmember, City of Yuma ^
Vice-Chair	Cecilia McCollough, Vice Mayor, Town of Wellton ^
Secretary/Treasurer	Maria Cruz, Councilmember, City of San Luis ^
Member	Wynnie Ortega, Councilmember, Cocopah Indian Tribe
^	
Member	Lynne Pancrazi, Board of Supervisors, Yuma County ^
Member	Art Morales, Councilmember, City of Yuma ~
Member	Bruce Fenske, Southwest District Administrator, ADOT
^	

- ^ 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	Miguel Villalpando, Councilmember, City of Somerton
*	
Member	Michael Shelton, Councilmember, City of Yuma #
Member	Martin Porchas, Board of Supervisors, Yuma County #

Not present but was represented by proxy by another member.

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

YMPO Staff Present:

Crystal Figueroa	Executive Director
Paul Ward	Principal Engineer
Jesus Aguilar, Jr.	Regional Mobility Manager
Norma Chavez	Administrative Assistant/Bookkeeper

Additional Attendees:

Mark Hoffman	ADOT Senior Planner ~
Justine Marmesh	LSC ~
Claire Hutchinson	LSC ~
Scott Blitz	Mayor Town of Wellton ~

YMPO Executive Director Crystal Figueroa stated she received written authorization from the City of Somerton that Councilmember Miguel Villalpando will serve as the official Executive Board member and Mayor Art Morales will serve as the alternate.

Declaration of Votes:

Councilmember Knight declared that he would exercise the proxy vote for Councilmember Shelton. Supervisor Pancrazi declared that she would exercise the proxy vote for Supervisor Porchas when she arrived at the meeting.

3. Title VI Declaration and Call to the Public

YMPO Mobility Manager Jesus Aguilar Jr., read the Title VI obligations. No members of the public addressed the Board.

4. Consent Agenda

- A. Approval of the March 30, 2023, Board Meeting Minutes
- B. YMPO Income/Expenditure Report for March 2023

MOTION: Vice Mayor McCollough moved to approve both items of the consent agenda with the correction of her title from Mayor Pro Tem to Vice Mayor. Councilmember Cruz seconded and the motion was unanimously approved.

5. YMPO Staff Hiring Update

Ms. Figueroa said that during the March meeting, the Board was introduced to the newest YMPO staff member: Jeff Heinrichs, YMPO Information Technology Manager. Since then, a change in staff has occurred. There is now an opening for Senior Planning Manager, due to a staff resignation. The position will be advertised through the Yuma County Employment Opportunity site, which also lists on Indeed and Linked In, per the usual hiring process. In the interim, Paul Ward has been

hired as Principal Engineer on a part-time basis to assist until a new Senior Planning Manager has been hired.

Councilmember Knight stated to let the record show at 1:35 p.m. Supervisor Pancrazi joined the meeting in person and will yield all votes for the Yuma County Board of Supervisors.

He thanked YMPO Principal Engineer, Paul Ward for stepping in to aid YMPO during this transition.

6. 2023 Regional Coordination Plan (RCP)

Mr. Aguilar explained the Regional Coordination Plan (RCP) commenced on November 1, 2022, and LSC Transportation Consultants, Inc has prepared three papers: Existing Conditions, Transportation Needs and Gaps, and Goals and Strategies. Public Engagements were held in the Cities of San Luis and Yuma, Arizona. Public notices for these public engagements were issued through local media and hand-delivered to senior living facilities prior to the events.

He said that after public comments were received and reviewed, LSC prepared the final draft of the 2023 YMPO RCP. The final draft document provides information about existing conditions in Yuma County, a review of existing planning, an inventory of existing transportation services, and a summary of community and stakeholder input. It also includes an assessment of potential transportation service needs, gaps, and duplicate services. The plan supplies an analysis of potential coordination strategies and recommendations.

Mr. Aguilar then introduced Claire Hutchinson and Justine Marmesh from LSC to present their findings to the Executive Board. Ms. Hutchinson explained that the Coordination Plan is meant to enhance local mobility in the YMPO region for the targeted populations, such as senior adults, disabled persons, and low-income individuals. She stated that it's a valuable plan as Federal Transit Administration (FTA) requires that specific transit-related projects to be funded must be revived from the locally developed coordinated plan. The Coordinated Plan was developed through a process that included representatives from the public, private, and non-profit transportation, human services, and participation by members of the public. Other components of the development included an assessment of available transportation services, an assessment of needs to target population, strategies, and activities to identify gaps and achieve efficiencies in service delivery. Ms. Hutchinson also presented a demographic summary of senior adults, disabled persons, and poverty levels in Yuma County.

ADOT Southwest District Administrator Bruce Fenske asked if there was any overlap of persons between the seniors, disabled and low-income persons in the demographic summary Ms. Hutchinson presented. Ms. Hutchinson explained there could be, and likely was, an overlap as several individuals counted could fall into more than one demographic.

She then reviewed the Yuma County Transit Needs. An index was created that determined which areas in the county had the greatest concentration of persons

that needed transit services. The index determined that Somerton had the highest need, followed by Yuma, San Luis, and Fortuna Foothills. LSC identified a need for more providers to serve residents in rural areas, a lack of services was caused by staffing and vehicle shortages, driver and staff training is needed for clients living with such disabilities as Alzheimer's and dementia, a need to fill the transportation gap due to existing service providers leaving the area and lastly, the need for transportation services for non-medical related trips.

Ms. Marmesh then discussed the four major goals for the Yuma region:

- Maintain existing transportation services.
- Increase public awareness of available transportation services.
- Increase cooperation and coordination of Yuma's transportation providers.
- Enhance or expand transportation services.

She explained that based on the priority of each goal, it was determined what strategies, lead agencies, and potential funding sources that could be used to achieve these goals. She then provided a table showing the local agencies providing mobility services that have requested federal grants. Ms. Hutchinson explained that a brochure was created to increase public awareness and to explain who YMPO is and what public transportation services are currently available for citizens who identify as elderly, disabled, or low-income residents, as well as family and friends of those residents.

Councilmember Cruz asked why some agencies had left or stopped servicing the Yuma Region. Ms. Hitchinson stated the two agencies no longer servicing the region had closed their offices. Mr. Aguilar added that the two agencies closed their offices because of staff shortages.

Vice Mayor McCollough asked if a non-profit wants to apply for FTA 5310 funding, what would be the matching fund requirements to receive the federal grants for their program. Mr. Aguilar explained that the funding match varies depending on the purpose of the funds and would vary from 20-50% match. With no further questions from the Board, Mr. Aguilar stated the Technical Advisory Committee had recommended the Executive Board consider approving the Regional Coordination Plan.

Ms. Figueroa congratulated Mr. Aguilar for his efforts in managing the project.

MOTION: Supervisor Pancrazi moved to approve The Regional Coordination Plan with the two recommended edits previously discussed. Vice Mayor McCollough seconded, and the motion was unanimously approved.

7. FY 2024 and 2025 YMPO Unified Planning Work Program (UPWP)

Ms. Figueroa provided a brief overview of the FY 2024-25 UPWP and mentioned that it is the third two-year program and annual budget. She stated the program describes the transportation planning activities and priorities to be conducted in the Yuma MPO area for the specified years. It is the foundation for requesting federal funds and a control tool for scheduling, budgeting, and monitoring the

transportation planning process. It is developed in cooperation with member agencies and federal partners and is reviewed and approved by the Executive Board. The UPWP provides and defines the tasks and budget necessary to accomplish those tasks. In addition, Ms. Figueroa mentioned that, in general, the work program funds staff salary and operational costs, and It is presented for review and comments only at this time; she anticipated presenting the final draft to the Executive Board next month for possible approval.

She reviewed the YMPO transportation planning projects recently completed or ongoing. This included the Rail/Heavy Freight Study, The San Luis Origin and Destination study component of the San Luis POE Impact Study, the Regional Coordination Plan, and the Safety Applications (HSIP) as part of the Safety Plan Update done in 2021 development and funding in the fiscal year 2023 and later years.

Next, she outlined the anticipated transportation planning projects for the new UPWP, which included: Request for Proposals (RFP) for the Regional Safety Update Plan, Complete Streets Study, 2026-2049/50 Long Range Transportation Plan (LRTP), Roads of Regional Significance, GIS Traffic Count Map and the Federally Funded Program. She further explained that the YMPO Federally Funded Program would establish detailed guidelines for selecting and developing federally funded projects with STBG, HSIP, the Carbon Reduction Program, Off System Bridge Program, and soon the Transportation Alternatives Program.

Ms. Figueroa provided a sample schedule of the anticipated studies and plans for the new UPWP and budget tables showing funding sources and operating and direct expense tables.

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

Ms. Figueroa reviewed the latest transportation legislation activity. She listed the various funding opportunities from the Bipartisan Infrastructure Law (BIL) or Infrastructure Investment and Jobs Acts (IIJA), which was signed into law by President Biden in 2021. The law provides \$550 billion in funding for transportation and infrastructure projects over fiscal years 2022-2026 which is the first half of the 10-year BIL. She mentioned that it marks the second year of the federal spending bill, and various grant opportunities have been released and awarded. A new funding opportunity was released in March, called Safe Streets and Roads for All (SS4A) with total available funding of \$1.177 billion to fund local projects that improve road safety.

This past February, the US Department of Transportation awarded over 470 communities with Action Planning grants and 37 communities received implementation grants from the first round of the SS4A funding program.

YMPO was notified that the City of Yuma intends to apply for the SS4A grant and highlighted that the grant incentivizes communities to adopt and implement Complete Streets Policies that prioritize the safety of all users in the transportation network planning design. She provided a list of Key Notices of Funding Opportunities, of which several are being offered this spring.

Key Notices of Funding Opportunity:

Opening Date	NOFO
April 2023	Promoting Resilient Operations for Transformative Efficient, and Cost Saving Transportation (PROTECT) Discretionary - FHWA
April 2023	Transit – Oriented Development Pilot Program - FTA
May 2023	Multimodal Project Discretionary Grant Opportunity (Mega, Infra, Rural) – Office of the Secretary
Spring 2023	Thriving Communities – Office of the Secretary

She advised the City of San Luis was selected to receive technical assistance from the Thriving Communities program for the next two years. In addition, Yuma County was awarded \$610,000 through the Arizona State Match Advantage for Rural Transportation (SMART) fund to use for the design and environmental portion of the Avenue E and D project.

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

Ms. Figueroa informed the Board that the invitation to the Arizona Rural Transportation Summit (RTS) was emailed and extended an invitation to all Executive Board members. She explained YMPO would pay for any Executive Board member’s registration should they choose to attend and confirmed conference dates as Wednesday/Thursday, October 18 & 19, followed by the State Transportation Board meeting in the City of Yuma.

She provided an update on the efforts of the Rural Transportation Advocacy Council regarding House Bill 2543, as still pending. The bill will go before the floor after the legislature returns from spring break. The legislature budget staff has updated revenue and expenditures. The projection estimates are approximately \$2.5 billion of additional funds will be available for the next state budget. There has been discussion that we may pursue another RTAC project priority list effort to present to our legislators, similar to what we did this year, to obtain further funding for our rural transportation projects. It is not the norm to have excess revenue, so this is a rare opportunity. This item is expected to be one of the main topics for the upcoming Rural Transportation Summit.

Councilmember Knight said the State Transportation Board (STB) meeting was last Friday. There were three applications for the Arizona SMART fund awards. Two were awarded without amendments, one was Yuma County and the other was Camp Verde. The third application was from Flagstaff, which requested \$6 million for several items; however, the STB awarded Flagstaff \$3 million. There is currently around \$3 million remaining in the Arizona SMART fund. He said that in addition, the STB approved \$50.5 million in emergency funds for several highways that had been affected by winter storms. It was the maximum available this fiscal year and he predicts more funding will be approved next year.

Supervisor Pancrazi asked if there was any progress on Proposition 400.

Councilmember Knight said there has been no new progress. There are two proposals; one with just under 40 percent for light rail and the second is considerably less. One proposal will be sent to the voters. He said he was going to try to find a funding solution that does not include HURF (gas tax) funds.

Supervisor Pancrazi then asked if the Transportation Bill HB 2543 had been signed by the governor?

Councilmember Knight advised the bill still needs to go through the rules committee but was stopped while the legislature works on the state budget before it can be presented to the governor.

Ms. Figueroa stated that two lawmakers have departed; Liz Harris (Rep) and Raquel Teran (Dem), which may impact the progress of the Bill.

Councilmember Knight stated the Republicans no longer have the majority vote.

10. 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. Approval of new TIP 2024-2028
- B. FY 2024-25 two-year UPWP Approval
- C. TIP Amendment
- D. Short-Term Loan of Federal Funds and Obligation Authority to ADOT

11. Progress Reports

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

- a. Mar 31 - Intermountain West MPO Meeting (CF)
- b. Apr 3-5 - AzTA Conference in Mesa (CF, NC, CG, JR)

- c. Apr 7 - Carbon Reduction Strategy State Practices 2 (CG, CF)
- d. Apr 6 - YMPO IT Discussion/Transfer of Operations with Yuma County (CF, JH, NC)
- e. Apr 10 - ADOT/YMPO Monthly Coordination Meeting (CF, CG)
- f. Apr 10 - Staff Meeting (CF, CG, JH, BD, NC, JR, RA)
- g. April 10 - Emotional Intelligence Part 2 Training with Yuma County (CF, BD, NC, JR, RA, JH)
- h. Apr 11 - Avenue E/D Industrial Corridor Project - Working Group (CF)
- i. Apr 12 - COG/MPO Directors Meeting (CF)
- j. Apr 13 - Yuma MPO Work Plan Review with FHWA (CF, BD, NC, JH, JR)
- k. Apr 13 - Accounting for Government Grants (BD)
- l. Apr 13 - YRBC Meeting (JR)
- m. Apr 17 - Yuma County Board of Supervisors Presentation (CF)
- n. Apr 17 - Town of Wellton Senior Program Discussion (JR, CF)
- o. Apr 17 - Virtual RTAC Advisory Committee Meeting (CF)
- p. Apr 18 - Yuma PM10 SIP Update Meeting (CF)
- q. Apr 18 - YMPO and Census Meeting (CF, PW)
- r. Apr 19 - RTAP Reimbursement Submission Refresher (JR, NC)
- s. Apr 21 - Arizona State Transportation Meeting in Winslow (CF)
- t. Apr 24 - RTAC Board Meeting (CF)
- u. Apr 27 - TAC Meeting (CF, NC, JR, JH, PW)
- v. Apr 27 - Executive Board Meeting (CF, NC, JR, JH, PW)

Ms. Figueroa stated as presented.

Vice Mayor McCollough wanted to thank Mr. Aguilar for allowing her to express her concerns over the lack of mobility transportation services in the Town of Wellton.

Mr. Aguilar advised her concerns are being addressed within the Regional Coordination Plan.

Councilmember Knight said there is a parking lot with YCAT buses parked that are currently not being used. He wondered if they are not needed, why do they not sell them or perhaps if they are needed, why they are not being used?

Mr. Aguilar said he was under the impression YCIPTA is attempting to find a venue to auction the buses.

Councilmember Knight suggested YCIPTA come to the Executive Board meeting to advise them of the situation.

12. Adjournment

There being no further business to discuss, the meeting was adjourned at 2:33 p.m.

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13. Anticipated Future 2023 Meeting Locations.

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Preparation and Approval of Minutes:

Minutes prepared by:

Blenda Dale, Accountant II/
Executive Admin Assistant

Minutes reviewed to form by:

Minutes approved in regular session on
May 25, 2023

Crystal Figueroa, Executive Director,
Yuma Metropolitan Planning Organization

Councilmember Gary Knight,
Chairman, YMPO Executive Board

**Yuma Metropolitan Planning Organization
Revenue & Expense Budget Performance
April 2023**

	Apr 23	Jul '22 - Apr 23	YTD Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 · ADOT Grant				
4001 · PL	0.00	373,326.62	658,457.81	56.7%
4002 · SPR	0.00	137,410.76	363,029.40	37.85%
4005 · 5305d (CPG)	0.00	82,552.84	162,725.00	50.73%
Total 4000 · ADOT Grant	0.00	593,290.22	1,184,212.21	50.1%
4010 · FTA Grant				
4020 · 5303/5305	0.00	0.00	5,495.00	0.0%
Total 4010 · FTA Grant	0.00	0.00	5,495.00	0.0%
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	32,432.09	85,964.00	37.73%
Total 4055 · 5310 Funds	0.00	32,432.09	126,500.00	25.64%
4200 · YMPO UPWP Dues	0.00	81,770.65	81,770.65	100.0%
4400 · Interest Income	1,681.05	10,881.08	3,000.00	362.7%
4600 · Charges for Services				
4904 · Traffic Count Revenue	0.00	18,671.03	11,886.83	157.07%
Total 4600 · Charges for Services	0.00	18,671.03	11,886.83	157.07%
4700 · Other Revenue				
4907 · Misc Revenue	0.00	160.00		
Total 4700 · Other Revenue	0.00	160.00		
Total Income	1,681.05	737,205.07	1,422,864.69	51.81%
Gross Profit	1,681.05	737,205.07	1,422,864.69	51.81%
Expense				
5110 · Payroll Expenses				
5111 · Fringe Benefits	2,863.24	26,030.08	37,495.00	69.42%
5112 · Part Time Staff-Salaries				
5133 · Part Time Staff-Salaries- Local	1,937.68	12,726.20	9,905.69	128.47%
5112 · Part Time Staff-Salaries - Other	7,803.23	45,190.00	76,033.10	59.44%
Total 5112 · Part Time Staff-Salaries	9,740.91	57,916.20	85,938.79	67.39%
5113 · Full Time Staff-Salaries	27,720.15	283,930.93	414,101.00	68.57%
5115 · Health Insurance-ER Portion	4,650.00	49,445.52	66,960.00	73.84%
5116 · ASRS	2,892.06	33,863.91	52,137.00	64.95%
5117 · Workman's Comp Insurance	0.00	1,106.00	1,196.00	92.48%
5118 · FUTA Payroll Expense	58.25	490.45	588.00	83.41%
5120 · Life Insurance	104.00	1,308.86	1,872.00	69.92%
Total 5110 · Payroll Expenses	48,028.61	454,091.95	660,287.79	68.77%
5123 · Consulting Services				
5134 · Contractual-Local	0.00	76,472.59	123,454.00	61.94%
5123 · Consulting Services - Other	9,625.00	149,466.94	488,979.00	30.57%
Total 5123 · Consulting Services	9,625.00	225,939.53	612,433.00	36.89%
5124 · Staff Training/Education				
5137 · Staff Training/Edu Reimb-Local	0.00	80.00	6,000.00	1.33%
5124 · Staff Training/Education - Other	0.00	528.00	3,500.00	15.09%
Total 5124 · Staff Training/Education	0.00	608.00	9,500.00	6.4%
5125 · Audit Services	0.00	18,500.00	23,500.00	78.72%
5126 · Payroll Processing Fees	541.54	3,665.82	4,800.00	76.37%
5128 · Accounting Services	0.00	26,292.07	26,292.07	100.0%
5129 · Public Participation	0.00	324.79	750.00	43.31%
5130 · Reimbursement of Expenses	2,345.33	2,345.33	7,000.00	33.51%

Yuma Metropolitan Planning Organization Revenue & Expense Budget Performance April 2023

	Apr 23	Jul '22 - Apr 23	YTD Budget	% of Budget
5131 · Data Process, Software, Hardware	0.00	6,045.65	20,000.00	30.23%
5132 · Furniture and Equipment	1,330.21	2,285.17	11,870.00	19.25%
5140 · Legal	320.00	988.75	6,047.93	16.35%
5150 · IT Support	0.00	440.28	2,000.00	22.01%
5151 · Building Ins, property tax	0.00	4,391.26	8,200.00	53.55%
5152 · Equipment Maintenance	0.00	899.64	1,500.00	59.98%
5153 · Office Supplies	139.58	1,882.96	3,100.00	60.74%
5154 · Postage	8.13	100.63	200.00	50.32%
5155 · Printing	0.00	527.67	800.00	65.96%
5157 · Publications, Subscriptions	0.00	222.00	2,250.00	9.87%
5158 · Registration Fees	0.00	5,000.00	9,000.00	55.56%
5159 · Special Meetings	0.00	898.60	3,000.00	29.95%
5160 · Telecommunications	827.45	8,903.03	13,000.00	68.49%
5162 · Vehicle Insurance	0.00	2,522.75	4,500.00	56.06%
5163 · Vehicle Maint., Repairs, Parts	0.00	556.73	2,500.00	22.27%
5164 · YMPO Memberships & Dues	125.00	2,442.79	3,000.00	81.43%
5165 · Finance Charges and Interest	0.00	31.50	250.00	12.6%
5166 · Website Maintenance	152.00	581.00	20,000.00	2.91%
5167 · Miscellaneous Consumables	64.19	2,196.34	3,000.00	73.21%
5168 · Employee Recruitment	0.00	0.00	0.00	0.0%
5169 · Miscellaneous-Expense	0.00	3,345.69	8,000.00	41.82%
5171 · Alarm System	120.00	628.95	6,630.00	9.49%
5173 · Electric Bill	441.08	6,353.77	7,500.00	84.72%
5174 · Grounds Maintenance	250.00	2,852.00	4,600.00	62.0%
5175 · Janitorial	900.00	7,940.00	9,360.00	84.83%
5179 · Office Building Repairs				
5181 · Pest Control	75.00	975.00	1,050.00	92.86%
5179 · Office Building Repairs - Other	179.49	1,294.73	9,819.00	13.19%
Total 5179 · Office Building Repairs	254.49	2,269.73	10,869.00	20.88%
5182 · Sewer & Water	187.11	3,442.86	3,500.00	98.37%
5190 · Travel - Local & Outside County	1,046.96	9,817.41	15,000.00	65.45%
5191 · T530- Traffic Count Fuel	256.53	2,950.42	2,700.00	109.28%
5630 · T530 Traffic Count Equipment				
5631 · T530-Local COY Materials	0.00	0.00	1,981.00	0.0%
5630 · T530 Traffic Count Equipment - Other	56.35	2,371.38	4,500.00	52.7%
Total 5630 · T530 Traffic Count Equipment	56.35	2,371.38	6,481.00	36.59%
Total Expense	67,019.56	814,656.45	1,533,420.79	53.13%
Net Ordinary Income	-65,338.51	-77,451.38	-110,556.10	70.06%
Other Income/Expense				
Other Income				
4900 · In-Kind Match Revenue	0.00	106,444.69	154,933.00	68.7%
Total Other Income	0.00	106,444.69	154,933.00	68.7%
Other Expense				
9200 · In-Kind Match Expenses	0.00	106,444.69	154,933.00	68.7%
Total Other Expense	0.00	106,444.69	154,933.00	68.7%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	-65,338.51	-77,451.38	-110,556.10	70.06%

10000 - Wells Fargo - YMPO General Account	\$ 66,515.14
10009 - Wells Fargo - YMPO Payroll Account	\$ 41,716.41
10100 - Yuma County Treasurer - YMPO Account	\$ 869,484.34
	\$ 977,715.89

YMPO INFORMATION SUMMARY for Agenda Item 6

FY 2024-2025 YMPO Unified Planning Work Program (UPWP)

DATE: May 12, 2023

SUBJECT: FY 2024 and 2025 YMPO Unified Planning Work Program (UPWP)

SUMMARY:

MPOs are required to develop a two-year work program and submit the program to ADOT, FTA, and FHWA. The work program provides detailed information on the MPO's budget, tasks to be performed, and expected outcomes or accomplishments for the two-year period.

ADOT, FHWA, and FTA met with YMPO staff on April 13, 2023, to review and comment on the initial draft, and presentations were given to the Technical Advisory Committee and Board last month. All recommended changes from ADOT, FHWA, and FTA have been incorporated into the final draft. The final approved Work Program is due to ADOT before the fiscal year-end.

The YMPO staff recommends approval of the FY 2024-2025 Unified Planning Work Program and Annual Budget for FY 2024.

PUBLIC INPUT:

No members of the public have provided any input on this item.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: The UPWP is one of the publications that YMPO is required to produce. An advanced version is prepared and initially critiqued by ADOT, Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) staff and is developed cooperatively with ADOT and the regional transit operator. At a minimum, a UPWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds to be used, including estimates of local and in-kind matching funds.

POLICY: Codes of Federal Regulation 23 CFR 420 and 450 contain several references to what UPWPs should include and how they should be developed.

ACTION NEEDED:

The final draft UPWP is being presented for information, discussion, and possible action to approve the FY 2024-2025 YMPO UPWP and Annual Budget for FY 2023-2024.

PRIOR BOARD/COMMITTEE ACTIONS:

The prior FY 2022-23 UPWP was approved by the YMPO Board at the Special Executive Board meeting on April 21, 2021.

CONTACT PERSON:

Crystal Figueroa, Executive Director, 928-783-8911

YMPO INFORMATION SUMMARY for Agenda Item 7

FY 2024-28 YMPO Transportation Improvement Program -

Initial Review

DATE: May 17, 2023

SUBJECT: FY 2024-28 YMPO Transportation Improvement Program (TIP) - Initial Review and Comments

SUMMARY:

YMPO utilizes a two-year cycle for developing the region's TIP and has chosen a five-year time frame. Title 23, Code of Federal Regulations, Subsection 450.326 contains guidance on the development and content of the metropolitan TIP. Based on the previous FY 2022-26 YMPO TIP, the seven amendments that were carried out, and the recent changes made to projects in the YMPO federally funded program, an updated list of projects has been developed for the next five years. The written portion of the TIP document has not changed much, except for the revised numbers and types of federal funds anticipated.

The following tentative schedule outlines the steps that are anticipated to be needed to obtain a recommendation by the YMPO TAC followed by an eventual approval of the final TIP by the YMPO Executive Board by their meeting on June 29, 2023. Following this, the TIP will be sent to the Governor for her approval and eventual inclusion into the State TIP which is then reviewed by the various Federal authorities.

Tentative Schedule for the FY 2024-28 YMPO TIP	
Action	Date
TAC Members are requested to submit projects	Jan – May
Initial Draft Copy of the TIP available for member agency review	May 22
Copy of draft final TIP available for review	By June 1
Input from member agencies	Thru June 7
Public Meeting on the TIP	Week of June 1-8
TAC reviews and, possibly recommends TIP to Executive Board	June 8
Executive Board tentatively approves the TIP	June 29

PUBLIC INPUT:

There has been no public input on this subject, to date. However, a Public Meeting is being scheduled to review the development of this TIP, early next month.

ACTION NEEDED:

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

CONTACT PERSON:

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

YMPO INFORMATION SUMMARY for Agenda Item 8

The YMPO Federally Funded Program.

DATE: May 17, 2023.

SUBJECT: The YMPO Federally Funded Program.

SUMMARY:

The amount of federal funds available for programming in the YMPO region has increased substantially during the past few years. Discussions with member agencies, YMPO, and ADOT staff have concluded that a formal process for programming future projects should be developed and YMPO staff have included funds in the new Unified Planning Work Program (UPWP) for such a task. The current process for selecting projects for federal funds available to YMPO member agencies will be reviewed and some ideas for a possible scope of work for the consultant task will be discussed.

PUBLIC INPUT:

No input has been received from members of the public on this subject, to date.

ACTION NEEDED:

This item is on the agenda for information, discussion, and/or possible action to recommend a tentative scope of work for developing the YMPO Federally Funded Program for future years.

CONTACT PERSON:

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

YMPO INFORMATION SUMMARY for Agenda Item 9

Carbon Reduction Program Funding

DATE: May 12, 2023

SUBJECT: Carbon Reduction Program

SUMMARY:

The Bipartisan Infrastructure Law (BIL) established the Carbon Reduction Program (CRP), which provides funds for projects designed to reduce transportation emissions, defined as carbon dioxide (CO₂) emissions from on-road highway sources.

The BIL apportions funding as a lump sum for each State, which is then divided among apportioned programs based on population, with almost two-thirds of the funds being obligated through MPOs/TMAs and the remainder to the State. Estimates show that YMPO will average a yearly apportionment of just over \$300,000. The estimated five-year total (for FYs 2023-27) that YMPO is expected to receive is almost \$1.8 million, as the first year includes a double apportionment. As of July 1, 2023, YMPO will have been awarded almost \$1 million in CRP funds.

As part of the Statewide implementation for the CRP, YMPO is required to provide a draft strategy (action plan) and TIP to ADOT by August 18, 2023. To date, ADOT has conducted a briefing on the program and a list of eligible projects is attached to this summary and has already been distributed to members of the YMPO TAC. Follow-up meetings are scheduled during June and August.

As mentioned, discussion of the eligibility of projects with TAC members has already begun, and one agency has submitted initiated a mini-design concept report to present to TAC members for programming consideration. The City of Yuma is collaborating with YCIPTA for possible funding for bus-stops and/or shelters and some funds have been programmed as part of the UPWP for the Complete Streets Study. It is possible that this Study may be enhanced to include an analysis of bus-stops and/or pullouts and/or shelters, and a possible prioritization of the locations. Further information will be provided to the Board, as project eligibility is confirmed.

PUBLIC INPUT:

No members of the public have provided any input on this item, at this stage.

ACTION NEEDED:

This item is being provided 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 10

State Legislation on the 2023 RTAC Priority Projects

DATE: May 18, 2023

SUBJECT: Status of State Legislation on RTAC Priority Project

SUMMARY:

During the August 25, 2022, Executive Board meeting, staff presented a list of regional projects for consideration and recommended approval by the Board to be included in the prioritized projects that the Rural Transportation Advocacy Council (RTAC) was intending to present to the State Legislature with a view to possibly receiving more funds for local projects for rural parts of the State out of the State budget process in early 2023.

The Legislature passed a \$17.8B budget for the upcoming year and was signed by Governor Hobbs. The budget included \$367M Infrastructure for various projects, 27 projects from HB2543 RTAC Rural Priority Project legislation appropriations for Greater Arizona Transportation Projects. Two of the projects were located in the YMPO region and are listed. Special thank you to Representative Tim Dunn who sponsored the bill and Federal State Delegation, Senator Brian Fernandez, Senator Sine Kerr, Representative Michael Carbone, Representative Maria Sandoval, and Representative Michele Pena for their support.

YUMA METROPOLITAN PLANNING ORGANIZATION (YMPO)

Jurisdiction	Project	Funding
ADOT	US-95 improvements between Wellton Mohawk Canal Road & Aberdeen Road	\$33,300,000
Yuma County	US-95 pavement rehabilitation between County 22nd Street & County 11th Street	\$5,910,400
	TOTAL	\$39,210,400
	Adjustments to previous year's appropriations:	
	\$10,000,000 appropriated in FY20/21 and \$3,500,000 appropriated in FY22/23 deducted from US-95 improvements near Yuma Proving Ground	

PUBLIC INPUT:

No specific input has been provided by members of the public on this subject.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: The Regional Priority List of Projects effort originated as a concept last two years ago and was presented to RTAC for consideration through the State budget process. This year, members of the TAC have reviewed the prior list and updated projects as needed.

POLICY: Currently, the only regional priority that YMPO has formally approved is to widen US-95, between Avenue 9E and Aberdeen Road, from two lanes to four lanes.

ACTION NEEDED:

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

PRIOR BOARD/COMMITTEE ACTIONS:

At their meeting on August 25, 2022, the YMPO Executive Board unanimously approved the number one priority project from each YMPO member agency as part of the YMPO region for submittal to the RTAC Board for possible consideration for funding.

CONTACT PERSON:

Crystal Figueroa, YMPO Executive Director

Carbon Reduction Program (CRP) – Eligible Projects List

CRP funds may be obligated for projects that support the reduction of transportation emissions, including, but not limited to– [except as noted, § 11403; 23 U.S.C. 175(c)(1)]

- A project described in 23 U.S.C. 149(b)(4) to establish or operate a traffic monitoring, management, and control facility or program, including advanced truck stop electrification systems;
- A public transportation project eligible under 23 U.S.C. 142; (this includes eligible capital projects for the construction of a bus rapid transit corridor or dedicated bus lanes as provided for in BIL Section 11130 (23 U.S.C. 142(a)(3));
- A transportation alternative (as defined under the Moving Ahead for Progress under the 21st Century Act [23 U.S.C. 101(a)(29), as in effect on July 5, 2012]), including, but not limited to, the construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other nonmotorized forms of transportation;
- A project described in 23 U.S.C. 503(c)(4)(E) for advanced transportation and congestion management technologies;
- Deployment of infrastructure-based intelligent transportation systems capital improvements and the installation of vehicle-to-infrastructure communications equipment;
- A project to replace street lighting and traffic control devices with energy-efficient alternatives;
- Development of a carbon reduction strategy developed by a State per requirements in 23 U.S.C. 175(d);
- A project or strategy designed to support congestion pricing, shifting transportation demand to nonpeak hours or other transportation modes, increasing vehicle occupancy rates, or otherwise reducing demand for roads, including electronic toll collection, and travel demand management strategies and programs;
- Efforts to reduce the environmental and community impacts of freight movement;
- A project that supports deployment of alternative fuel vehicles, including:
 - Acquisition, installation, or operation of publicly accessible electric vehicle charging infrastructure or hydrogen, vehicle fueling infrastructure; and
 - Purchase or lease of zero-emission construction equipment and vehicles, including the acquisition, construction, or leasing of required supporting facilities;
- A project described in 23 U.S.C. 149(b)(8) for a diesel engine retrofit;
- Certain types of projects to improve traffic flow that are eligible under the CMAQ program, and that do not involve construction of new capacity; [§ 11403; 23 U.S.C. 149(b)(5); and 175(c)(1)(L)]
- A project that reduces transportation emissions at port facilities, including through the advancement of port electrification; and
- Sustainable pavements and construction materials. Sustainable pavements technologies that reduce embodied carbon during the manufacture and/or construction of highway projects could be eligible for CRP if a lifecycle assessment (LCA) demonstrates substantial reductions in CO2 compared to the implementing Agency’s typical pavement-related practices.

- Climate Uses of Highway Right-of-Way Projects including alternative uses of highway right-of-way (ROW) that reduce transportation emissions are also eligible. For example:
 - renewable energy generation facilities, such as solar arrays and wind turbines, can reduce transportation emissions.
 - And, biologic carbon sequestration practices along highway ROW to capture and store CO₂ may demonstrate potential for substantial long-term transportation emissions reductions. State DOTs Leveraging Alternative Uses of the Highway Right-of-Way Guidance provides information on these practices.
- Mode Shift Projects that maximize the existing right-of-way for accommodation of non-motorized modes and transit options that increase safety, equity, accessibility, and connectivity may be eligible.
- Projects that:
 - separate motor vehicles from pedestrians and bicyclists,
 - match vehicle speeds to the built environment,
 - increase visibility (e.g., lighting),
 - and advance implementation of a Safe System approach and improve safety for vulnerable road users may also be eligible.
 - Micromobility and electric bike projects, including charging infrastructure, may also be eligible.