

## EXECUTIVE BOARD REGULAR MEETING AGENDA

*Local Governments and Citizens Working Together*

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EXECUTIVE BOARD  
Regular Meeting  
Thursday, July 27, 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

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### 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 meeting of the Executive Board (the Board) of the Yuma Metropolitan Planning Organization (YMPO) will be held on Thursday, July 27, 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.

4. Consent Agenda

- A. Approval of the June 29, 2023, Board Meeting Minutes
- B. YMPO Income/Expenditure Report for June 2023

A copy of the draft minutes of the Regular Board meeting from June 29, 2023, will accompany this agenda. Members will have the opportunity to review, report any changes, and/or approve the minutes of the June 29, 2023. The May 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 June 29, 2023, and the financial report for June 2023 are attached as Items A and B respectively.**

5. 2023 RAISE Grant and Additional Funding Opportunities for US 95

On June 27, 2023, Arizona Senators announced the U.S. Department of Transportation RAISE grant awards for transportation projects in Arizona. One selected project included safety improvements to U.S. Highway 95 along Wellton-Mohawk Canal to Aberdeen Rd in Yuma County for \$8.5M. YMPO Staff will provide an update on additional funding opportunities for US 95.

**This item is on the agenda for information and discussion only. Ms. Figueroa will present this item and further details are contained in an information summary that is included with this agenda packet, as Item 5.**

6. Federal Highway Administration (FHWA) Update

The FHWA recently had a farewell retirement for Mr. Ed Stilling for his 34 years of service, with the last 24 years with Arizona as the Division Senior Transportation Planner. Ms. Figueroa will introduce Mr. Romare Truely who has been selected as the new Senior Transportation Planner and will provide a federal update.

**This item is on the agenda for information and discussion only.**

7. Possible Regional Project Priority List for 2024

The Rural Transportation Advocacy Council (RTAC) has reported that the budget surplus for the coming fiscal year will likely continue. As a result, the YMPO TAC members are selecting their priority project for consideration and recommended approval by the Board in August. The Board will then select the regional priority projects for state funding next year. YMPO is limited to \$49 million out of the \$400 million Statewide asking bucket, staff will outline likely steps for the effort.

**This item is on the agenda for information and discussion only. Ms. Figueroa will present this item and further information is available in an information summary as Item 7.**

8. YMPO FY 2024 Title VI Plan, Training and Guidance

YMPO Title VI Coordinator Jesus Aguilar, Jr. will update the Board on any changes to the Title VI of the Civil Rights Act of 1964, Limited English Proficiency (LEP), and the Public Participation Plan. These changes include training that has occurred with members of the TAC and that will be conducted with members of the Board for the FY 2024 Title VI Plan.

**This item is on the agenda for information, discussion, and possible action to approve the FY 2024 Title VI Plan with detailed changes. Jesus Aguilar, Jr., YMPO Mobility Manager, will present this item and further details are provided in an information summary that is attached as Item 8.**

9. YMPO Rebranding

Last year, during the May 26, 2022, Board meeting, the Board approved a revised YMPO mission statement and was the first step to a rebranding vision project. YMPO staff has recognized the need to update the YMPO logo, website, and resource materials such as brochures to provide updated information and a new fresh look. YMPO Board members will be asked for their opinion.

**This item is on the agenda for information and discussion only. Ms. Figueroa and Mr. Heinrichs will present this item and further information is available in an information summary as Item 9.**

10. The Transportation Alternatives (TA) Program.

Under the Bipartisan Infrastructure Law (BIL)'s Surface Transportation Block Grant (STBG) Program, the TA Program set aside provides funding for projects that help States build a variety of smaller-scale alternative transportation projects that achieve safer, connected, and equitable on-road networks for all users. ADOT announced on July 20, a call for projects under the TA Program, staff will provide update.

**This item is on the agenda for information and discussion only. Mr. Heinrichs**

**will present this item and further information is available in an information summary as Item 10.**

11. Staff Hiring Update

As previously mentioned to the members of the Board, YMPO is in the process of hiring a new Senior Transportation Planner, and a few applicants were interviewed. YMPO Executive Director will provide any new staff updates.

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

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

The FY 2022-26 YMPO TIP was originally approved on July 29, 2021, and has since been amended eight times, most recently on June 29, 2023. Another TIP Amendment is needed to add some FTA 5311 awarded projects to FY 2023.

**This item is on the agenda for information, discussion, comment and possible approval of the FY 2022-26 YMPO TIP Amendment #9. Ms. Crystal Figueroa will present this item and further information is available in an information summary as Item 12.**

13. Executive Director's Evaluation

During the February 23, 2023, Board meeting, the Executive Director's Performance Evaluation Subcommittee was established and agreed that YMPO staff evaluations would align best if conducted in June of 2023 to allow newer staff evaluations by the Director, to coincide with the Budget fiscal year, and implement any raises effective at the start of the new fiscal year July 1, 2023. On July 19, 2023, Chairman Knight met with Supervisor Lynne Pancrazi, Councilmember Maria Cruz, and Ms. Figueroa, and completed their evaluation of her performance. A copy of the updated evaluation will be distributed to all members of the Board for their review and comment during the Executive Session.

**This item is on the agenda for information, discussion and possible action for evaluating the Director's performance. Ms. Figueroa will present this agenda item and further information is included in an Information Summary that is being sent to members with this agenda packet as Item 13.**

**EXECUTIVE SESSION**

The Executive Board may vote to go into Executive Session during the noticed meeting concerning any of the agenda items mentioned above. If authorized by the requisite vote of the Board, the Executive Session will be held immediately after the vote and will NOT be open to the public. The Executive Session, if held, will be at the same meeting location set forth above. The discussion may relate to

personnel, public records, confidential legal advice or counsel, litigation, real estate, or other matters permitted pursuant to A.R.S. §§ 38-431.03(A)(1)-(7). The Chair or other presiding officer shall instruct the persons present at the Executive Session regarding the confidentiality requirements of the Open Meeting Laws.

**This item is on the agenda for information, discussion, and/or action. The Chairman will call for a motion to convene the YMPO Executive Session for the Evaluation of the Executive Director. Further information is included in the attached Information Summary, Item 13.**

14. Reconvene to Public Meeting

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

15. Executive Director's Evaluation – Open Discussion

This item is a follow up to the previous two agenda items. The Board will have the opportunity to discuss or comment on the Executive Director's evaluation in open session.

**This item is on the agenda for information, discussion, and possible action regarding the Executive Director's evaluation, pay scale, and pay for performance adjustments. No further information is provided on this subject in addition to agenda item 13.**

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, AZRTS, and Roads and Streets)
- D. MPO/COG Director/Planner Meetings
- E. Rural Transportation Advocacy Council activities
- F. Projects - Economic Development and Transportation
- G. Status Report on AZ Smart Fund

**This item is on the agenda for information, discussion, and for Board members and other staff reports and comments.**

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. LRTP Outline
- B. AZ RTS Update
- C. Regional Project Priority List for 2024
- D. Transportation Alternatives Program
- E. 2022-2045 LRTP Amendment #1, Conformity update

#### 18. Progress Reports

Members are encouraged to suggest topics for discussion at a future Board meeting:

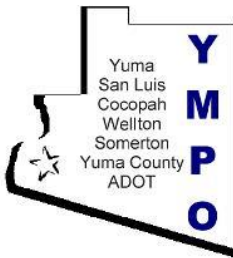
- a. Jun 30 - RTS Sponsorship Meeting with NADBank (CF)
- b. Jun 30 - Yuma TDM Results Discussion (CF)
- c. Jul 4 - Independence Day (Office Closed)
- d. Jul 10 - ADOT/YMPO Monthly Coordination Meeting (CF)
- e. Jul 10 - Rural Transportation Summit Tribal Program Discussion (CF)
- f. Jul 10 - RMC 5310 Meeting (JR)
- g. Jul 11 - Staff Meeting (CF, BD, JH, NC, JR, RA)
- h. Jul 12 - YMPO Air Quality Conformity with Kittelson & Associates (CF)
- i. Jul 12 - RTS Planning Meeting (CF, BD, JH, NC, JR)
- j. Jul 12 - Transportation Alternatives TAC Meeting #3
- k. Jul 12 - Senior Transportation Planner Manager Interview (CF, MH, JA)
- l. Jul 12 - Senior Transportation Planner Manager Interview (CF, MH, JA)
- m. Jul 13 - TAC Meeting (CF, BD, JH, NC, JR)
- n. Jul 13 - RTS Planning Meeting (CF, BD, JH, NC, JR)
- o. Jul 17 - RTS Program Meeting (CF, BD, JH, NC)
- p. Jul 17 - RTAC Advisory Committee (CF)
- q. Jul 18 - ADA Compliance Webinar (JR)
- r. Jul 18 - Yuma PM10 SIP Update Meeting (CF)
- s. Jul 19 - OneDrive & GoDaddy MFA Training (CF, BD, JH, NC, JR, RA)
- t. Jul 19 - YMPO Executive Director's Evaluation (CF)
- u. Jul 20 - Networking for Community Resources (JR)
- v. Jul 20 - Meeting with YMPO and Hilton Pivot Point (CF, BD, JH, NC)
- w. Jul 21 - Arizona State Transportation Board Meeting in Showlow (CF)
- x. Jul 24 - RTAC Board Meeting (CF)
- y. Jul 24 - YMPO and FHWA - Tribal Impacts (CF)
- z. Jul 24 - 5310 Program Site Visit with Achieve (JR)
- aa. Jul 25 - Coordination Meeting RE: RTS with Federal Speakers (CF, BD)
- bb. Jul 25 - 5310 Program Site Visit with Crossroads (JR)
- cc. Jul 26 - RTS Planning Meeting (CF, BD, JH, NC, JR)
- dd. Jul 27 - Connected and Autonomous Vehicles (CAV) Meeting (CF)

#### 19. 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 at 928-783-8911.*

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, August 31, 2023, and September 28, 2023.



## EXECUTIVE BOARD MEETING MINUTES

*Local Governments and Citizens Working Together*

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EXECUTIVE BOARD  
Regular Meeting  
Thursday, June 29, 2023  
1:30 P.M.

The Meeting was 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

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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 Accountant II/Executive Assistant, Blenda Dale, 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	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 ^

^ 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 \*

# 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
Blenda Dale	Accountant II/ Executive Assistant
Jeff Heinrich	IT Manager
Norma Chavez	Administrative Assistant/Bookkeeper

Additional Attendees:

Mark Hoffman	ADOT Senior Planner ~
Shelly Kreger	YCIPTA Director ~

3. Title VI Declaration and Call to the Public

Ms. Norma Chavez, YMPO Bookkeeper/Admin. Assistant, read a brief message reminding members of our Title VI obligations. In addition, this item provides an opportunity for comments by the public on subjects *not* on the agenda. Individuals wishing to address the Board need not request permission in advance and are limited to three (3) minutes. Any members of the Public attending by teleconference are requested to contact YMPO staff with any questions they may have prior to the meeting.

4. Consent Agenda

A. Approval of the May 25, 2023, Board Meeting Minutes

B. YMPO Income/Expenditure Report for May 2023

Ms. Dale advised there was a correction to the May meeting minutes to reflect the correct address of the YCIPTA property purchase in the City of Yuma.

MOTION: Supervisor Pancrazi moved to approve both items A and B as amended. Councilmember Morales seconded and the motion was unanimously approved.

5. FY 2022-26 YMPO Transportation Improvement Program (TIP) - Amendment #8

Crystal Figueroa, YMPO Executive Director, informed the Board that the FY 2022-26 YMPO TIP was initially approved on July 29, 2021, and had since been amended seven times and requires another amendment. She mentioned TIP Amendment #8 needed to add twelve FTA 5310 preliminary awarded projects on May 31, 2023, for FFY 2023 for Transit to move forward with award authorization. These awards apply to year one of a two-year application cycle for service providers.

MOTION: Councilmember Morales moved to approve Amendment #8 of the FY 2022-26 TIP. Councilmember Shelton seconded and the motion was unanimously approved.

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

Ms. Figueroa explained there were two aspects to this agenda item. Firstly, the FY 2024-2028 YMPO Transportation Improvement Program (TIP) was developed based on guidance provided by Federal, State, and regional authorities. The TIP is produced every two years and encompasses a five-year time frame. YMPO TAC members submitted projects within the Yuma County area for possible inclusion into the TIP. She mentioned that it is a multi-agency listing of all Yuma County transportation improvements, encompassing YMPO's planning boundary. These projects target funding from Off-System Bridge, Carbon Reduction (CRP), and Surface Transportation Block Grant programs.

Secondly, an amendment to the FY 2022-2045 YMPO Long-Range Transportation Plan (LRTP) is required to allow the Yuma County Avenue E/D project to extend two additional miles from County 18th to County 16th. Since it is a federally funded project, ADOT is reviewing the environmental clearance for the corridor. However, Ms. Figueroa informed the Board that the FY 2022-2045 YMPO Long-Range Transportation Plan only identifies the project to County 18th. The amendment is necessary to extend the project to County 16th to allow the Yuma County Avenue E/D project to move forward with the design and right away acquisition programmed in FY 24, including an update to the regional conformity analysis for the identified two miles for the project to move forward. She mentioned that the updates necessary would cost approximately \$10,000 - \$15,000 and explained that YMPO does have contingency funds available for unforeseen activities. In addition, she added that since the LRTP Update will take approximately 15 months to complete, an Amendment to the current LRTP was necessary to prevent project delays.

Ms. Dale presented some corrections needed to the FY 2024-28 TIP. YMPO staff added a functional road classification key to page 19 of the TIP for clarification on the description of the function class for each project listed. YMPO Staff and ADOT Southwest District Engineer agreed that the ADOT FY24 Port of Entry project needed to be removed from the TIP since the project entailed five different locations in the State not only in the YMPO area and was not considered a regionally significant project and therefore should not be included in the TIP. Lastly, YMPO staff was advised by ADOT to remove the twelve 5310 Transit projects listed on page 25 of the TIP, as these were already included in the FY 2022-26 TIP Amendment #8 in the previously presented item.

MOTION: Supervisor Pancrazi moved to approve the FY 2024-28 TIP with corrections and adopt Resolution #155 of the FY 2024-28 TIP. Supervisor Porchas seconded and the motion was unanimously approved.

MOTION: Supervisor Porchas moved to approve Amendment #1 to the FY 2022-2045 LRTP. Supervisor Pancrazi seconded, and the motion was unanimously approved.

7. YMPO Technical Advisory Committee (TAC) – New Appointments

Ms. Chavez provided three TAC member appointment official notifications. It included the following: Cocopah Indian Tribe appointed Mr. Allen Heck as its representative. The City of Somerton requested a change to their nominated attendee. As stated in the YMPO By-Laws, the City Manager holds the position; however, Mr. Louie Galaviz has appointed the new Public Works Director, Charles Gutierrez, as the City of Somerton representative and Saul Albor as the Alternate for the YMPO TAC. The City of Yuma designated Erika Peterson, Associate Planner for the Director of the Department of Planning and Neighborhood Services as its alternate representative.

8. Possible Regional Project Priority List for 2024

Ms. Figueroa said that at the previous Board meeting, the Board was informed about the successful 2023 State Legislative process of HB2543 for Greater Arizona Transportation Priority Projects by the Rural Transportation Advocacy Council (RTAC). The bill contained approximately \$39 million for projects in the Yuma region, which was awarded to the US 95 projects.

Following the last two years, the RTAC has advised the Arizona budget appears to be producing surplus funds once more. The RTAC suggested that member agencies develop another list of possible projects for consideration for state funding which they estimate at \$400 million statewide, to include a possible ask of \$100 million for the SMART fund.

Ms. Figueroa provided a tentative schedule for producing the YMPO's regional priority project list for this endeavor in coordination with the YMPO Technical Advisory Committee. The goal is to present a State combined list of Greater Arizona projects to State Legislators at the Rural Transportation Summit in October for their support.

9. FY 2023 Audit Schedule

YMPO Accountant Ms. Dale explained the FY 2022 Audit was completed and presented to the Board, by the auditing firm Walker and Armstrong, during the January 2023 Board meeting. She reported that YMPO Staff was now preparing for the FY 2023 Audit. YMPO will continue to utilize the services of Walker and Armstrong to conduct the audit, and the Pun Group, who are YMPO's accountants, will prepare YMPO's financial records for the coming fiscal year.

On June 26 and 27, 2023, a team from Walker and Armstrong visited the YMPO offices to review internal controls and complete preliminary work. Ms. Dale presented a proposed schedule for completing the FY 2023 audit to the Board for information. Ms. Dale stated YMPO intends to apply for the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association.

10. Transportation Studies in the FY 2024-2025 YMPO UPWP

Ms. Figueroa explained that the YMPO FY 2024-2025 Unified Planning Work Program (UPWP) was approved by the Board last month and this month by ADOT and appropriate federal transportation authorities. The UPWP contained five transportation studies totaling \$780,000. The studies include the Safety Plan, Long-Range Transportation Plan (LRTP), Federally Funded Program, Complete Streets Study, and Roads of Regional Significance. The Safety Plan Update may be included as a component of the LRTP scope of work similar to the previous FY 2022-2045 LRTP to allow cost-benefit savings.

In addition, there is a possibility to include additional contractual work as competitive programs emerge, such as the Transportation Alternatives Program. This program is a 10% set aside of the Surface Transportation Block Grant for projects that help build various smaller-scale alternative transportation projects such as bicycle lanes. She suggested funds could be used to hire a consultant to apply for the competitive grant programs on our member agency's behalf, similar to the effort done through the Highway Safety Improvement Program (HSIP) for safety application. That effort yielded \$18 million for the region, and the consultant cost was approximately \$40,000.

Supervisor Pancrazi and Administrator Fenske agreed that was a good rate of return for the effort.

Ms. Figueroa advised that the local Yuma Region Bicycle Coalition has been involved in discussions regarding the Transportation Alternatives Program as a non-profit organization eligible for such funds. Ms. Figueroa provided a proposed schedule for the upcoming studies.

11. The Transportation Alternatives Program (TAP)

YMPO IT Manager Jeff Heinrich explained that the Transportation Alternative Program (TAP) encompasses a variety of small-scale transportation projects, including pedestrian and bicycle facilities, recreational trails, safe routes to schools, and improvements such as historical preservation, vegetation management, and environmental mitigation. This program has been a portion of the Surface Transportation Program and the Surface Transportation Block Grant program (STBG) that replaced it for many years. During MAP-21, and under the

FAST Act, the allocation of funds through the TAP was deemed insufficient for the smaller MPOs and Councils of Governments in the State (including YMPO) to run an effective program, so the funds available through the TAP were wrapped into the STBG funds allocated to these agencies. However, as part of the Infrastructure Law, the TA funds have significantly increased to \$1.4 billion nationally. ADOT expects to receive up to \$18.4 million under this FY 2022-2026 program. ADOT has started developing a program guidebook, which YMPO will send to member agencies once finalized. ADOT plans to release a call for projects in July 2023. Mr. Heinrichs reviewed the scheduled outline, where a call for projects is expected on July 17th and will remain open for eligible applicants to apply until late August. In September, the projects will be screened by ADOT and reviewed by the TA Committee composed of MPO/COG Directors. The committee will then make project recommendations to the State Transportation Board for final award determination.

The projects submitted can be for planning, design, construction, and educational programs. The intention behind presenting this information is that the process will be fast once the call for projects occurs.

12. Yuma County & YMPO Intergovernmental Agreement (IGA) Update

Ms. Figueroa said that during last month's Executive Board meeting, YMPO staff reported that Yuma County and YMPO discovered there is no current Intergovernmental Agreement (IGA) between Yuma County and the YMPO for Treasurers, Finance, and Human Resources Services. YMPO and Yuma County staff met on June 15th to discuss YMPO's needs and continued support for donated services. Yuma County agreed to continue to provide certain donated services to YMPO and would let YMPO know if they desire a new IGA between us.

Ms. Figueroa asked the Board that if Yuma County requests an IGA, the Board gives the YMPO Executive Director authority to negotiate the IGA on their behalf.

MOTION: Councilmember Morales moved to grant YMPO Executive Director to negotiate an IGA with Yuma County, if need be. Supervisor Pancrazi seconded, and the motion was unanimously approved.

13. AZ SMART Fund Update

YMPO Chairman and State Transportation Board (STB) member Knight reviewed the latest activities of the Arizona State Match Advantage for Rural Transportation (AZ SMART) Fund. This competitive discretionary funding source assists eligible cities, towns, counties, and the Arizona Department of Transportation (ADOT) in competing for federal discretionary surface transportation grants. This program is divided into five separate funding categories, which are determined by population.

He reviewed the awards given at the last STB meeting that occurred in May, 2023. No projects were submitted for the ADOT, municipalities less than 10,000, or counties less than 100,000 categories. Municipalities greater than 10,000 had the most requests for funding. Bullhead City was awarded \$3 million, Gilbert was awarded \$377,058 and Sierra Vista received \$219,722, for a total of \$3,496,780. The STB received one request in the counties 100,000 or greater category, which was awarded to Coconino County in the amount of \$600,000. There is still a substantial amount of funds left available in that category as well as the three categories that have had no submittals.

As of July 1, 2023, there will be another \$2.5 million added to each of the five funding categories. Chairman Knight urged the town of Wellton and any other municipalities under 10,000 to submit a grant request. The Yuma County Administrator offered to help municipalities within Yuma County apply for this grant opportunity to be used to provide the means to apply for other federal grants.

Ms. Figueroa provided the example of the City of San Luis which successfully applied for AZ SMART funds for reimbursement of design and engineering services. The AZ SMART fund can be used to develop a project, apply for, or provide local, non-federal match on a federal grant.

14. Staff Hiring Update

Ms. Figueroa said YMPO is in the process of hiring a new Senior Transportation Planner. A few applications are currently being reviewed. She reported that YMPO's IT Manager Jeff Heinrich's hours have increased from 20-30 hours a week as he has taken over the Traffic Count program responsibilities. The Chairman asked Jeff if he was interested in becoming a Planner, and Mr. Heinrichs said yes, that it would be a challenge but would be interested in learning planning activities. Ms. Figueroa suggested that there was additional planning work to give Jeff to take him to full-time status. The Board confirmed that staff decisions were up to the Director's discretion and were aware of the need to assist in planning activities. Ms. Figueroa stated that other responsibilities of the position were divided among other staff while she recruited the Senior Planner. She anticipates the completion of their search by the end of July.

15. 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

Ms. Figueroa mentioned the planning of the Rural Transportation Summit in Yuma is underway. YMPO will register all Executive Board members who wish to attend the conference after the first of July.

Supervisor Pancrazi suggested asking Yuma Proving Ground for goody bags and/or tours.

Councilmember Cruz mentioned that the City of San Luis had its Port of Entry One Groundbreaking event in June. She thanked the member agencies for all their support.

Supervisor Pancrazi mentioned the Grand Opening of the Cocopah Car Wash. The car wash was posthumously named after three influential members of the Cocopah Indian Tribe in their honor. Two of them served as Cocopah representatives on the YMPO Board, Mr. J. Deal Begay and Mr. Kermit Palmer.

#### 16. 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. Title VI Update/Training
- B. LRTP Outline
- C. YMPO Rebranding
- D. AZ RTS Update
- E. Executive Director's Evaluation
- F. 2023 RAISE (Planning) Grant for US-95

Ms. Figueroa stated as presented.

#### 17. Progress Reports

Members are encouraged to suggest topics for discussion at a future Board meeting:

- A. May 31 - RTS Planning Meeting (CF, PW, BD, NC, JR, RA)
- B. May 31 - Yuma County ED & IGA / YMPO - CANAMEX Corridor (CF)
- C. Jun 1 - Arizona State Transportation Board (STB) Study Session (CF)
- D. Jun 1 - Cybersecurity Insurance - A.T. Pancrazi (BD)
- E. Jun 2 - May Mobility Intro and Transportation Summit (CF)
- F. Jun 5 - Staff Meeting (CF, PW, BD, NC, JH, JR, RA)
- G. Jun 5 - Real Teams Training (CF, PW, BD, NC, JH, JR, RA)

- H. Jun 6 - Planning Meeting for FY24/25 (CF)
- I. Jun 7 - RTS Planning Meeting (CF, PW, BD, NC, JR, RA)
- J. Jun 8 - TAC Meeting (CF, PW, NC, JH, JR)
- K. Jun 9 - COG/MPO Planners Meeting (CF, PW)
- L. Jun 12 - RTAC Advisory Committee (CF)
- M. Jun 12 - ADOT/YMPO Monthly Coordination Meeting (CF)
- N. Jun 13 - Meeting with ADOT Re: Traffic Count Data (JH, PW)
- O. Jun 14 - COG/MPO Director's Meeting (CF)
- P. Jun 14 - Yuma County's Regional Economic Development Qtly Mtg (CF)
- Q. Jun 15 - Yuma County and YMPO Partnership Meeting (CF, BD)
- R. Jun 16 - AZ State Transportation Board in Florence (CF)
- S. Jun 19 - RTAC Board Meeting (CF)
- T. Jun 20 - ADOT Civil Rights Office's Annual FHWA Title VI Training (CF)
- U. Jun 20 - Yuma PM10 SIP Update Meeting (CF)
- V. Jun 21 - RTS Planning Meeting (CF, BD, NC, JR, JH, PW)
- W. Jun 25 - Executive Board Meeting (CF, PW, NC, BD, JH, JR)
- X. Jun 26-27 Walker & Armstrong Office Visit (BD)
- Y. Jun 27 - San Luis | LPOE Groundbreaking Ceremony (CF)
- Z. Jun 28 - USDOT RAISE Grant Announcement

Ms. Figueroa stated as presented.

#### 18. Adjournment

There being no further business to discuss, the meeting was adjourned at 2:41 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. If you have any questions regarding YMPO programs, activities, or services, please contact Crystal Figueroa at 928-783-8911.*

#### 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, July 27, 2023, and August 31, 2023.



Preparation and Approval of Minutes:

Minutes prepared by:

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Blenda Dale, Accountant II/  
Executive Assistant

Minutes reviewed to form by:

Minutes approved in regular session on  
July 27, 2023

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Crystal Figueroa, Executive Director,  
Yuma Metropolitan Planning Organization

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Councilmember Gary Knight,  
Chairman, YMPO Executive Board

## Yuma Metropolitan Planning Organization

### Revenue & Expense Budget Performance

June 2023

	Jun 23	Jul '22 - Jun 23	YTD Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4000 · ADOT Grant				
4001 · PL	62,436.01	435,802.63	658,457.81	66.19%
4002 · SPR	32,164.01	169,574.77	363,029.40	46.71%
4004 · STBG	0.00	0.00	0.00	0.0%
4005 · 5305d (CPG)	17,206.13	99,758.97	162,725.00	61.31%
4000 · ADOT Grant - Other	0.00	0.00	0.00	0.0%
<b>Total 4000 · ADOT Grant</b>	<b>111,806.15</b>	<b>705,136.37</b>	<b>1,184,212.21</b>	<b>59.55%</b>
4010 · FTA Grant				
4020 · 5303/5305	0.00	0.00	5,495.00	0.0%
4021 · 5304	0.00	0.00	0.00	0.0%
<b>Total 4010 · FTA Grant</b>	<b>0.00</b>	<b>0.00</b>	<b>5,495.00</b>	<b>0.0%</b>
4050 · ADEQ Grant	10,000.00	10,000.00	10,000.00	100.0%
4055 · 5310 Funds				
4053 · CARES Act MM	0.00	15,633.00	40,536.00	38.57%
4055 · 5310 Funds - Other	0.00	51,401.76	85,964.00	59.8%
<b>Total 4055 · 5310 Funds</b>	<b>0.00</b>	<b>67,034.76</b>	<b>126,500.00</b>	<b>52.99%</b>
4200 · YMPO UPWP Dues	0.00	81,770.65	81,770.65	100.0%
4400 · Interest Income	1,527.08	13,322.42	3,000.00	444.08%
4600 · Charges for Services				
4904 · Traffic Count Revenue	612.00	19,283.03	11,886.83	162.22%
<b>Total 4600 · Charges for Services</b>	<b>612.00</b>	<b>19,283.03</b>	<b>11,886.83</b>	<b>162.22%</b>
4700 · Other Revenue				
4907 · Misc Revenue	0.00	160.00		
<b>Total 4700 · Other Revenue</b>	<b>0.00</b>	<b>160.00</b>		
<b>Total Income</b>	<b>123,945.23</b>	<b>896,707.23</b>	<b>1,422,864.69</b>	<b>63.02%</b>
<b>Gross Profit</b>	<b>123,945.23</b>	<b>896,707.23</b>	<b>1,422,864.69</b>	<b>63.02%</b>
<b>Expense</b>				
5110 · Payroll Expenses				
5111 · Fringe Benefits	2,472.53	32,110.43	37,495.00	85.64%
5112 · Part Time Staff-Salaries				
5133 · Part Time Staff-Salaries- Local	313.80	13,040.00	9,905.69	131.64%
5112 · Part Time Staff-Salaries - Other	3,408.87	51,566.16	76,033.10	67.82%
<b>Total 5112 · Part Time Staff-Salaries</b>	<b>3,722.67</b>	<b>64,606.16</b>	<b>85,938.79</b>	<b>75.18%</b>
5113 · Full Time Staff-Salaries	28,631.10	356,805.45	414,101.00	86.16%
5115 · Health Insurance-ER Portion	2,790.00	56,885.52	66,960.00	84.95%
5116 · ASRS	3,046.40	41,159.39	52,137.00	78.95%
5117 · Workman's Comp Insurance	0.00	1,106.00	1,196.00	92.48%
5118 · FUTA Payroll Expense	15.01	614.40	588.00	104.49%
5120 · Life Insurance	0.00	1,412.86	1,872.00	75.47%
<b>Total 5110 · Payroll Expenses</b>	<b>40,677.71</b>	<b>554,700.21</b>	<b>660,287.79</b>	<b>84.01%</b>
5123 · Consulting Services				
5134 · Contractual-Local	0.00	76,472.59	123,454.00	61.94%
5123 · Consulting Services - Other	3,697.50	157,895.94	488,979.00	32.29%
<b>Total 5123 · Consulting Services</b>	<b>3,697.50</b>	<b>234,368.53</b>	<b>612,433.00</b>	<b>38.27%</b>
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%
<b>Total 5124 · Staff Training/Education</b>	<b>0.00</b>	<b>608.00</b>	<b>9,500.00</b>	<b>6.4%</b>
5125 · Audit Services	0.00	18,500.00	23,500.00	78.72%
5126 · Payroll Processing Fees	351.61	4,372.57	4,800.00	91.1%
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	149.00	3,175.69	7,000.00	45.37%
5131 · Data Process, Software, Hardwar	229.42	9,406.74	19,295.99	48.75%
5132 · Furniture and Equipment	5,957.84	8,559.55	10,606.02	80.71%

## Yuma Metropolitan Planning Organization Revenue & Expense Budget Performance June 2023

	Jun 23	Jul '22 - Jun 23	YTD Budget	% of Budget
5140 · Legal	800.00	2,938.75	6,047.93	48.59%
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	188.14	1,087.78	1,500.00	72.52%
5153 · Office Supplies	494.90	2,593.36	3,100.00	83.66%
5154 · Postage	63.00	163.63	200.00	81.82%
5155 · Printing	18.00	545.67	800.00	68.21%
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	583.35	10,313.83	13,000.00	79.34%
5162 · Vehicle Insurance	0.00	2,522.75	4,500.00	56.06%
5163 · Vehicle Maint., Repairs, Parts	45.00	654.42	997.28	65.62%
5164 · YMPO Memberships & Dues	0.00	2,442.79	3,000.00	81.43%
5165 · Finance Charges and Interest	0.00	31.50	250.00	12.6%
5166 · Website Maintenance	0.00	581.00	20,000.00	2.91%
5167 · Miscellenous Consumables	72.00	2,282.15	3,000.00	76.07%
5168 · Employee Recruitment	0.00	0.00	0.00	0.0%
5169 · Miscellaneous-Expense	121.38	3,600.98	8,000.00	45.01%
5171 · Alarm System	0.00	7,334.01	7,334.01	100.0%
5173 · Electric Bill	684.97	7,645.40	7,645.40	100.0%
5174 · Grounds Maintence	250.00	3,352.00	4,032.72	83.12%
5175 · Janitorial	720.00	9,380.00	9,380.00	100.0%
5179 · Office Building Repairs				
5181 · Pest Control	0.00	975.00	1,050.00	92.86%
5179 · Office Building Repairs - Other	9,200.00	11,082.98	11,082.98	100.0%
<b>Total 5179 · Office Building Repairs</b>	<b>9,200.00</b>	<b>12,057.98</b>	<b>12,132.98</b>	<b>99.38%</b>
5182 · Sewer & Water	239.61	3,901.88	3,901.88	100.0%
5190 · Travel - Local & Outside County	189.73	10,206.72	14,457.48	70.6%
5191 · T530- Traffic Count Fuel	200.95	3,242.52	3,242.52	100.0%
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	1,663.67	6,002.72	6,002.72	100.0%
<b>Total 5630 · T530 Traffic Count Equipment</b>	<b>1,663.67</b>	<b>6,002.72</b>	<b>7,983.72</b>	<b>75.19%</b>
<b>Total Expense</b>	<b>66,597.78</b>	<b>964,142.13</b>	<b>1,533,420.79</b>	<b>62.88%</b>
<b>Net Ordinary Income</b>	<b>57,347.45</b>	<b>-67,434.90</b>	<b>-110,556.10</b>	<b>61.0%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
4900 · In-Kind Match Revenue	12,892.44	139,281.54	154,933.00	89.9%
<b>Total Other Income</b>	<b>12,892.44</b>	<b>139,281.54</b>	<b>154,933.00</b>	<b>89.9%</b>
<b>Other Expense</b>				
9200 · In-Kind Match Expenses	12,892.44	139,281.54	154,933.00	89.9%
<b>Total Other Expense</b>	<b>12,892.44</b>	<b>139,281.54</b>	<b>154,933.00</b>	<b>89.9%</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Net Income</b>	<b>57,347.45</b>	<b>-67,434.90</b>	<b>-110,556.10</b>	<b>61.0%</b>

10000 - Wells Fargo - YMPO General Account	\$ 54,486.98
10009 - Wells Fargo - YMPO Payroll Account	\$ 28,482.03
10100 - Yuma County Treasurer - YMPO Account	<u>\$ 952,567.16</u>
	<u>\$ 1,035,536.17</u>

# **YMPO INFORMATION SUMMARY for Agenda Item 5** **2023 RAISE Grant and Additional Funding Opportunities for US 95**

**DATE:** July 27, 2023

**SUBJECT:** 2023 RAISE Grant and Additional Funding Opportunities for US 95

## **SUMMARY:**

The Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Discretionary Grant program provides the Department of Transportation (DOT) an opportunity to invest in transportation infrastructure projects. In partnership with ADOT, the YMPO was the lead applicant for safety improvements to US Highway 95 along Wellton-Mohawk Canal to Aberdeen Rd Planning Grant in Yuma County for \$8.5M. On June 27, 2023, Arizona Senators announced the Department of Transportation RAISE grants awards for transportation projects in Arizona, and the safety improvements on US 95 project was selected; funding will facilitate the complete design of the remaining three segments of US 95 and make it shovel-ready for construction.

To supplement the RAISE grant funding, ADOT has agreed to apply for \$4M of the ADOT AZ SMART Fund and is expected to go to the State Transportation Board for possible approval in August.

In addition, additional funding opportunities continue to be explored for the Board's number one regional priority project, US 95 widening. The Multimodal Project Discretionary Grant (MPDG) program (Mega, Infra, and Rural) funding released on June 26, 2023, was identified as a potential funding opportunity for construction. However, an assessment by the grant writer indicated a list of needs to consider and that it was best to strategize for a future MPDG application and grant opportunities.

## **PUBLIC INPUT:**

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

## **TECHNICAL & POLICY IMPLICATIONS:**

**TECHNICAL:** The 2023 RAISE Grant and AZ SMART funds will fully fund the design of the remaining phases of US 95. The project is anticipated to begin in August 2023 with a final design and be shovel ready for construction funding opportunity.

**POLICY:** The region utilized local funds to apply for federal Grants.

## **ACTION NEEDED:**

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

## **CONTACT PERSON:**

Crystal Figueroa, Executive Director, 928-783-8911

# YMPO INFORMATION SUMMARY for Agenda Item 7

## Regional Project Priority List for 2024

**DATE:** July 27, 2023

**SUBJECT:** Regional Project Priority List for 2024

**SUMMARY:**

Following the previous successful 2023 State Legislative process of HB2543 for Greater Arizona Transportation Priority Projects by the Rural Transportation Advocacy Council (RTAC), which contained approximately \$39 million for projects in the Yuma region. The RTAC has reported that the budget surplus for the coming 2024 fiscal year is likely to continue. As a result, they have suggested that member agencies should develop another list of possible projects for consideration for state funding. A distribution of last year's projects and number one priority was distributed on July 5, 2023, to TAC members, and members have been asked to review and submit their number one priority.

RTAC had suggested an increased, combined dollar limit of \$400 million statewide for their list, plus \$100 million for the SMART Fund. The population-based division of that amount estimates the possible allocation of funds to the YMPO region at just over \$48 million.

A tentative schedule for producing the YMPO region's priorities for this list, is as follows:

Date	Likely Action Needed
Jul 13, 2023	Member agencies submit project requests to YMPO TAC meeting
Jul 13 – 31, 2023	YMPO Staff compile Fact Sheets received from member.
Aug 10, 2023	The TAC recommends a draft list of prioritized projects to Ex. Bd.
Aug 31, 2023	The Board approves the prioritized projects for allocation
Sep 4, 2023	Early submittal of list to RTAC
Oct 1, 2023	Deadline Fact Sheet Submittal to RTAC for submittal the AZ legislature

**POSSIBLE ACTION NEEDED:**

No action is anticipated for this agenda item.

**CONTACT PERSON:**

Crystal Figueroa or Jeff Heinrichs 928-783-8911.

# YMPO INFORMATION SUMMARY AGENDA ITEM 8

## YMPO FY 2024 Title VI Update, Training and Guidance

**DATE:** July 24,2023

**SUBJECT:** YMPO FY 2024 Title VI Update, Training and Guidance

**SUMMARY:**

YMPO is required by Federal Guidance to submit a Title VI Plan and Report yearly. The Title VI Plan includes such major components as the PPP and a LEP.

The Title VI Plan is further made to protect all classes of people in that ***“No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance”.***

YMPO will begin each meeting with a brief Title VI statement and that Survey Cards are available at each meeting. We are required at any change of the structure of the YMPO, to update the Title VI documentation. The Title VI Training of the Boards and committees will be an ongoing element.

Changes made to the document are as follows:

- YMPO Title VI Officer: Chair Gary Knight, Council Member, City of Yuma
- YMPO Title VI Liaison: Crystal Figueroa, Executive Director, YMPO
- YMPO Title VI Coordinator: Jesus “JR” Aguilar, Mobility Manager, YMPO
- Yuma Area Map
- Demographics Maps: Hispanic, Black/ African American, Native American & Poverty
- Surface Transportation Block Grant apportionment Maps
- Notice to the Public
- Title VI Complaint Forms
- Languages Spoken at Home Chart

YMPO also has a Limited English Proficiency (LEP) requirement that must be approved according to Executive Order 13166 signed August 11, 2000. YMPO is engaged with individuals from diverse cultures, backgrounds, and businesses throughout its programs and activities. Limited English Proficiency (LEP is a term used to describe individuals who do not speak English as their primary language and who have limited ability to read, write, or understand English. YMPO’s LEP Plan is designed to comply with Title VI of the Civil Rights Act of 1964 and Executive Order 13166, which prohibits recipients of Federal financial assistance from discrimination based on National Origin.

The YMPO’s Public Participation Plan is an element of the Title VI Package and is approved at the same time. The purpose of this plan is to ensure the public involvement

process be considered in all phases of the MPO decision and opportunities. The MPO has various methods to ensure the public is or has the ability to be engaged in the development of transportation plans and programs.

A training element will be made, two times per year, and as necessary of any major changes to the document(s) and the Title VI Statement will be read out loud at each meeting.

**ACTION NEEDED:**

This item is on the agenda for presentation, discussion, and possible action to approve the 2024 YMPO Title VI Plan with detailed changes, contingent on no major comments or objections being received during this comment period.

**CONTACT PERSON:**

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

# **YMPO INFORMATION SUMMARY for Agenda Item 9**

## **YMPO Rebranding**

**DATE:** July 27, 2023

**SUBJECT:** YMPO Rebranding

**SUMMARY:**

Last year, during the May 26, 2022, Board meeting, the Board approved a revised YMPO mission statement and was the first step to a rebranding vision project. YMPO staff has recognized the need to update the YMPO logo, website, and resource materials such as brochures to provide updated information and a new fresh look. YMPO Board members will be asked for their opinion.

As part of a rebranding effort, we want to explore various potential styles for a new logo: contemporary, traditional, modern, or leave it as is. We will be pulling together inputs, ideas and work on creating samples that we can share with the Executive Board. In parallel we will be reviewing our options for a refresh of the website. Our goal is to create a modern dynamic web presence that incorporates visually appealing and an easy to navigate user experience. After Executive Board acceptance of a new logo design, we will begin our efforts to review and update resource materials and brochures.

**POSSIBLE ACTION NEEDED:**

No action is anticipated for this agenda item.

**CONTACT PERSON:**

Crystal Figueroa or Jeff Heinrichs 928-783-8911.



# YMPO INFORMATION SUMMARY for Agenda Item 10

## The Transportation Alternatives Program (TAP)

**DATE:** July 27, 2023

**SUBJECT:** The Transportation Alternatives Program (TAP).

### **SUMMARY:**

ADOT announced on July 20, a call for projects under the Transportation Alternatives Program. The TA project website launch started on July 20. Screening applications must be received by ADOT NLT August 18. Eligible project sponsors can be local or tribal governments, regional transportation authorities, transit agencies, nat. resource or public land agencies incl.: federal, state and local agencies, school districts, MPOs, non-profits partnered with eligible public entities, other local and regional govt entities with <200,000 populations that have responsibility for or oversight of transportation or recreational trails

Eligible project costs can be for educational programming, planning, scoping, design, construction, ADOT administrative fees and other items unavoidably required for the primary purpose of the project (e.g. improve the efficiency and safety of travel, utility relocation, sidewalks, ADA ramps and safety features).

Ineligible costs include right-of-way acquisitions, routine maintenance and operations or unscheduled work to preserve existing structures, in reaction to an event or season, or for reoccurring attention. Other costs not eligible are general recreation and park facilities and equipment, or promotional activities except as permitted under Safe Routes to School.

TA Program Website: <https://activetransportation.az.gov/transportation-alternatives-program> Provides guidance and the Screening Application, in addition the TA eligibility checklist and program guidebook are also both included on our web site as additional documents to the agenda.

Date	Major Deliverable(s)
July 20-August 18	Call for projects
Jul 17 to Sep 1	ADOT Screening Review Period
Sep 29 – Oct 13	TA Technical Advisory Committee Review
Oct 20	Generate TACs recommended project priority list
Nov 17	State Transportation Board Approves Project Awards

### **PUBLIC INPUT:**

There has been no public input on this subject, to date.

### **ACTION NEEDED:**

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

### **CONTACT PERSON:**

Jeff Heinrichs IT Manager/Associate Planner

# YMPO INFORMATION SUMMARY for Agenda Item 12

## FY 2022-26 YMPO Transportation Improvement Program – Amendment #9, for Possible Approval

**DATE:** July 27, 2023

**SUBJECT:** FY 2022-26 YMPO Transportation Improvement Program (TIP), – Amendment #9, for Possible Approval.

**SUMMARY:**

The FY 2022-26 YMPO TIP was originally approved on July 29, 2021, and has since been amended eight times, most recently on June 29, 2023. YMPO was recently notified that another TIP Amendment is needed to update three FTA 5311 Rural Transit projects awarded to YCIPTA for year 2 of the FY 2022 awards. This will allow ADOT to submit a federal grant request and avoid any possible delay in the final award issued to YCIPTA. A letter will then be sent to ADOT requesting Amendment #9 be included into the State Transportation Improvement Program. Included in this information summary below are the specific changes to Transit TIP and the attached preliminary award letter for 5311 Rural Transit Fiscal Year 2022 – Preliminary Notice of Award for Year 2.

ID #	SPONSOR	PRIORITY	PROJECT	TYPE WORK	FED AID	APPORTIONMENT	FED	LOCAL	TOTAL
FEDERAL FISCAL YEAR 2023									
YMPO-23-02	YCIPTA	1	YCIPTA Maintenance Facility Lease	Capital	5307	FFY 2020/2021	\$26,346	\$6,587	\$32,933
YMPO-23-03	YCIPTA	1	YCIPTA Transit Operations	Operations	5307	FFY 2020/2021	\$880,613	\$880,613	\$1,761,226
YMPO-23-04	YCIPTA	1	YCIPTA Preventative Maintenance	Capital	5307	FFY 2020/2021	\$333,374	\$83,344	\$416,718
YMPO-23-05	YCIPTA	1	YCIPTA Employee Training	Capital	5307	FFY 2018/2019	\$3,896	\$974	\$4,870
YMPO-23-06	YCIPTA	1	YCIPTA ADA Operations	Capital	5307	FFY 2018/2019	\$80,149	\$20,037	\$100,186
YMPO-23-07	YCIPTA	1	YCIPTA 3rd Party Contractual	Capital	5307	FFY 2020/2021	\$143,960	\$35,990	\$179,950
YMPO-23-08	ADOT	1	YCIPTA Rural Administration	Administration	5311	FFY 2021/22	\$368,890	\$92,222	\$461,112
YMPO-23-08	ADOT	1	YCIPTA Rural Administration	Administration	5311	FFY 2021/22	\$384,000	\$96,000	\$480,000
YMPO-23-09	ADOT	1	YCIPTA Rural Operations	Intercity	5311/5311(f)	FFY 2021/22	\$456,940	\$330,888	\$787,828
YMPO-23-09	ADOT	1	YCIPTA Rural Operations	Intercity	5311/5311(f)	FFY 2021/22	\$458,702	\$332,163	\$790,865
YMPO-23-10	ADOT	1	YCIPTA Rural Operations	Operations	5311/5311(f)	FFY 2021/22	\$374,878	\$271,464	\$646,342
YMPO-23-11	ADOT	1	YCIPTA Rural Maintenance and Capital	Capital	5311	FFY 2021/22	\$138,915	\$34,729	\$173,644
YMPO-23-11	ADOT	1	YCIPTA Rural Maintenance and Capital	Capital	5311	FFY 2021/22	\$120,000	\$30,000	\$150,000

**PUBLIC INPUT:**

There has been limited public input on this subject, to date.

**ACTION NEEDED:**

This item is on the agenda for information, discussion, comment, and possible approval of the FY 2022-26 YMPO TIP Amendment #9

**CONTACT PERSON:**

Crystal Figueroa, Executive Director  
 JR Aguilar, Mobility Manager



May 24, 2023

Shelly Kreger  
Transit Director  
Yuma County Intergovernmental Public Transportation Authority  
2715 E. 14th St  
Yuma, AZ 85365

Subject: 5311 Rural Transit Fiscal Year 2022 Preliminary Notice of Award Year 2

Dear Ms. Kreger:

ADOT is pleased to issue this Preliminary Award Notice for Year 2 of your FY 2022 5311 Rural Public Transit Grant Agreement. All preliminary funding awards are contingent upon the Federal Transit Administration awarding funds to ADOT for the 5311 Program. ADOT will be submitting an application to FTA in June 2023 and anticipates FTA awarding funding in August 2023. Please see the table below for your 5311 Rural Transit 2022 Preliminary Notice of Award for Year 2.

ADOT must await Federal Transit Administration (FTA) approval of the grant; thus these award amounts are contingent upon FTA approval and your compliance with Federal and State requirements. You must also have an updated Title VI plan that is approved by ADOT Civil Rights or FTA (if applicable), or a self-certification form submitted, prior to expending funds. Your official notice of award will come with your Exhibit A.

All funding balances available as of 9/30/23 will be rolled into Year 2 of your Grant Agreement. Additional 5311 formula funding was awarded to each subrecipient based upon your projected formula funding carry over and level funding needs for Year 2.

All 5311 Formula funding must be expended by September 30, 2024 or will be recaptured by ADOT when the grant agreement ends. Please note that all Capital funds awarded in Year 2 must also be expended by September 30, 2024.

Yuma County Intergovernmental Public Transportation Authority				
Project Title	Federal Match Ratio	Preliminary Total Award	Preliminary Federal Award	Local Match
Administration	80%	\$480,000.00	\$384,000.00	\$96,000.00

Preventive Maintenance	80%	\$150,000.00	\$120,000.00	\$30,000.00
Intercity	58%	\$790,865.13	\$458,701.78	\$332,163.35
<b>Total</b>		<b>\$1,420,865.13</b>	<b>\$962,701.78</b>	<b>\$458,163.35</b>

Please note, due to our funding requests exceeding 41 million dollars and an apportionment of just over 18 million dollars we were unable to approve capital request(s) outside of preventative maintenance. Capital requests such as buses and bus facilities can be funded from the upcoming 5307/5339 Competitive grant application. Arizona DOT received an apportionment of 4 million dollars in Section 5339 Statewide funds in FY 2023 and 5311 agencies are eligible to apply for 5339 funding. Please consider this funding option. We anticipate the application opening in the next few weeks.

If you have any questions, or if the award is significantly different than expected, please contact your Program Manager. You have the right to appeal this funding decision. If filing an appeal, applicants must use the following process in order for the appeal to be considered valid. Letters of appeal must clearly identify the applicant, contact person, address, phone number, project description and grounds for appeal. Letters of appeal must be submitted within ten business days of notification of award; no later than the close of business **June 8, 2023**. Submit the appeal via email to your assigned Program Manager.

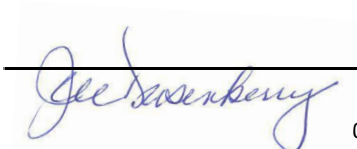
ADOT reviews all appeals and notifies applicants of the decision within ten business days. If the applicant is not satisfied with the 5311 Program Manager’s response, a further appeal may be made to the Transit Group Manager. This appeal must be submitted within ten business days of the notice of the 5311 Program Manager’s decision. A copy of the additional appeal must be sent to the 5311 Program Manager. The Transit Group Manager will then provide a written response to the applicant within 30 days of receipt of the appeal.

Please remember that your transit funding must be included in the local TIP (Transportation Improvement Plan) developed by your COG or MPO and your COG/MPO must forward their approved TIP to ADOT Programming so the projects can be included in the STIP. COGs and MPOs have been copied on this award letter, however it is the transit agencies responsibility to coordinate with your COG or MPO to assure that all your projects are included in the local TIP. FTA is unable to fund any grant application until the project is included in the federally approved STIP.

Aubree Perry  
602-712-8947  
[aperry2@azdot.gov](mailto:aperry2@azdot.gov)

Shatawn Reed  
602-712-7318  
[sreed2@azdot.gov](mailto:sreed2@azdot.gov)

Sincerely,



Jill Dusenberry  
Transit Group Manager

CC - Shatawn Reed, 5311 Program Manager  
Aubree Perry , 5311 Program Manager  
John Vater, 5311 Program Manager  
Mark Hoffman, ADOT MPD Regional Planner  
Charles Gutierrez, YMPO  
Jesus Aguilar, YMPO  
Chona Perez, YCIPTA

Yuma Metropolitan Planning Organization  
FY 2023-2026  
Transit Program

ID #	SPONSOR	PRIORITY	PROJECT	TYPE WORK	FED AID	APPORTIONMENT	FED	LOCAL	TOTAL	FED ALI ESTIP
<b>FEDERAL FISCAL YEAR 2022 (10/01/2021 - 9/30/2022)</b>										
YMPO-22-01	YCIPTA	1	YCIPTA Maintenance Facility Lease	Capital	5307	CARES	\$22,644	\$5,661	\$28,305	11.46.03
YMPO-22-02	YCIPTA	1	YCIPTA Transit Operations	Operations	5307	CARES/ARP	\$1,643,810	\$0	\$1,643,810	30.09.01
YMPO-22-03	YCIPTA	1	YCIPTA Preventative Maintenance	Capital	5307	CARES	\$801,971	\$0	\$801,971	11.7A.00
YMPO-22-04	YCIPTA	1	YCIPTA Employee Training	Capital	5307	CARES	\$4,870	\$0	\$4,870	11.7D.02
YMPO-22-05	YCIPTA	1	YCIPTA ADA Operations	Capital	5307	CARES	\$110,456	\$0	\$110,456	11.7C.00
YMPO-22-06	ADOT	1	YCIPTA Rural Administration	Administration	5311	FFY 2021/22	\$300,000	\$75,000	\$375,000	30.09.01
YMPO-22-07	ADOT	1	YCIPTA Rural Operations	Intercity	5311/ 5311(f)	FFY 2021/22	\$456,940	\$330,888	\$787,828	30.09.01
YMPO-22-08	ADOT	1	YCIPTA Rural Operations	Intercity	5311/ 5311(f)	ARP	\$127,956	\$0	\$127,956	30.09.01
YMPO-22-09	ADOT	1	YCIPTA Rural Operations	Operations	5311/ 5311(f)	CARES	\$824,311	\$0	\$824,311	30.09.01
YMPO-22-10	ADOT	1	YCIPTA Rural Operations	Operations	5311/ 5311(f)	FFY2021/22	\$936,000	\$677,793	\$1,613,793	30.09.01
YMPO-22-11	ADOT	1	YCIPTA Rural Maintenance and Capital	Capital	5311	FFY 2021/22	\$286,661	\$71,665	\$358,326	30.09.01
YMPO-22-13	YCIPTA	1	YCIPTA Vehicle/Capital	Capital	STBG	FFY 18/19/20	\$462,977	\$27,985	\$490,962	
YMPO-22-14	YCIPTA	2	YCIPTA Multimodal Transportation Center	Capital	5307	FFY 2015/16	\$1,841,344	\$460,336	\$2,301,680	11.34.03
YMPO-22-15	YCIPTA	1	YCIPTA Vehicle Purchase	Capital	5307	CARES	\$4,000,000	\$0	\$4,000,000	11.12.00
YMPO-22-18	ADOT	1	YCIPTA Rural Administration	Administration	5311	FFY 2021/22	\$300,000	\$75,000	\$375,000	30.09.01
YMPO-22-19	ADOT	1	YCIPTA Rural Operations	Intercity	5311/ 5311(f)	FFY 2021/22	\$456,940	\$330,888	\$787,828	30.09.01
YMPO-22-20	ADOT	1	YCIPTA Rural Operations	Operations	5311/ 5311(f)	FFY2021/22	\$774,000	\$700,138	\$1,474,138	30.09.01
YMPO-22-21	ADOT	1	YCIPTA Rural Maintenance and Capital	Capital	5311	FFY 2021/22	\$238,661	\$89,665	\$328,326	30.09.01
YMPO-22-22	ADOT	1	YCIPTA Rural Operations	Operating	5311	FFY21	\$81,000	\$58,655	\$139,655	30.09.01
YMPO-22-23	ADOT	1	YCIPTA Rural Maintenance and Capital	Preventive Maintenance	5311	FFY 21	\$24,000	\$6,000	\$30,000	30.09.01
YMPO-22-24	ADOT	1	YCIPTA Vehicle Purchase	Replacemnt: Bus-30 Ft	5311	FFY 21	\$131,100	\$14,600	\$146,000	30.09.01
YMPO-22-26	ADOT		NAU Board of Regents -Door through door Year 1	Operating	5310	FFY 2021	\$11,632	\$11,632	\$23,264	
YMPO-22-27	ADOT		NAU Board of Regents Operating American Rescue Plan	Operating	5310/ARPA	FFY 2021	\$6,368	\$0	\$6,368	
YMPO-22-28	ADOT		Helping Orselves Pursue Enrichment Operating American Rescue Plan	Operating	5310/ARPA	FFY 2021	\$5,307	\$0	\$5,307	
YMPO-22-29	ADOT		Helping Orselves Pursue Enrichment YMPO Operting 2021-2022	Operating	5310	FFY 2021/2022	\$9,693	\$9,693	\$19,386	
YMPO-22-30	ADOT		Helping Orselves Pursue Enrichment YMPO Prevent Maint 2021-2022	Capital	5310	FFY 2021/2022	\$5,360	\$1,340	\$6,700	
YMPO-22-31	ADOT		NAZCARE, Inc.- Maxivan No Lift 12 Pass VIN 4943	Vehicle Capital	5310	FFY 2021	\$32,634	\$8,974	\$41,608	
YMPO-22-32	ADOT		Saguaro Foundation Program-Beyonf ADA Paratransit Operating Year 1	Operating	5310	FFY 2021	\$71,084	\$71,084	\$142,168	
YMPO-22-33	ADOT		Saguaro Foundation Programs - Other mobility Management year 1	Other MM	5310	FFY 2021	\$20,000	\$5,000	\$25,000	
YMPO-22-34	ADOT		Saguaro Foundation Programs - Operating Amermerican Rescue Plan	Operating	5310/ARPA	FFY 2021	\$38,916	\$0	\$38,916	
YMPO-22-35	ADOT		Yuma Metropolitan Planning Organization-Mobility Manager Year 2	Regular MM	5310	FFY 2021	\$50,000	\$12,500	\$62,500	
YMPO-22-36	YCIPTA		YCIPTA Mobility Management - Travel Training	Mobility Management	5310	FFY 2021/22	\$20,000	\$5,000	\$25,000	11.7L.00
						FY Total	\$14,096,636	\$3,049,497	\$17,146,433	
<b>FEDERAL FISCAL YEAR 2023</b>										
YMPO-23-02	YCIPTA	1	YCIPTA Maintenance Facility Lease	Capital	5307	FFY 2020/2021	\$26,346	\$6,587	\$32,933	11.46.03
YMPO-23-03	YCIPTA	1	YCIPTA Transit Operations	Operations	5307	FFY 2020/2021	\$880,613	\$880,613	\$1,761,226	30.09.01
YMPO-23-04	YCIPTA	1	YCIPTA Preventative Maintenance	Capital	5307	FFY 2020/2021	\$333,374	\$83,344	\$416,718	11.7A.00
YMPO-23-05	YCIPTA	1	YCIPTA Employee Training	Capital	5307	FFY 2018/2019	\$3,896	\$974	\$4,870	11.7D.02
YMPO-23-06	YCIPTA	1	YCIPTA ADA Operations	Capital	5307	FFY 2018/2019	\$80,149	\$20,037	\$100,186	11.7C.00
YMPO-23-07	YCIPTA	1	YCIPTA 3rd Party Contractual	Capital	5307	FFY 2020/2021	\$143,960	\$35,990	\$179,950	11.7D.11
YMPO-23-08	ADOT	1	YCIPTA Rural Administration	Administration	5311	FFY 2021/22	\$384,000	\$96,000	\$480,000	30.09.01
YMPO-23-09	ADOT	1	YCIPTA Rural Operations	Intercity	5311/ 5311(f)	FFY 2021/22	\$458,702	\$332,163	\$790,865	30.09.01
YMPO-23-10	ADOT	1	YCIPTA Rural Operations	Operations	5311/ 5311(f)	FFY 2021/22	\$374,878	\$271,464	\$646,342	30.09.01
YMPO-23-11	ADOT	1	YCIPTA Rural Maintenance and Capital	Capital	5311	FFY 2021/22	\$120,000	\$30,000	\$150,000	30.09.01
YMPO-23-13	YCIPTA		STP	Capital	STP	FFY 2021	\$168,060	\$10,158	\$178,218	
YMPO-23-14	ADOT		NAU Board of Regents -Door through door Year 2	CRSSA Operating	5310	FFY 22	\$6,579	\$0	\$6,579	
YMPO-23-15	ADOT		Arizona Board of Regents for and on behalf of NAU - Door - to Door	Operating	5310	FFY 2021	\$18,300	\$18,300	\$36,600	
YMPO-23-16	ADOT		Helping Ourselves Pursue Enrichment Inc Prevent Maint FY 22/23	Capital	5310	FFY 2021	\$5,600	\$1,400	\$7,000	
YMPO-23-17	ADOT		Helping Ourselves Pursue Enrichment Inc Prevent Maint FY 22/23	CRSSA Operate	5310	FFY 2021	\$8,151	\$0	\$8,151	
YMPO-23-18	ADOT		Helping Ourselves Pursue Enrichment Inc Prevent Maint FY 22/23	Operating	5310	FFY 2021	\$22,673	\$0	\$22,673	
YMPO-23-19	ADOT		Helping Ourselves Pursue Enrichment Inc Prevent Maint	Vehicle Capital	5310	FFY 2021	\$62,645	\$11,055	\$73,700	
YMPO-23-20	ADOT		Helping Ourselves Pursue Enrichment Inc Prevent Maint	Vehicle Capital	5310	FFY 2021	\$31,535	\$5,565	\$37,100	
YMPO-23-21	ADOT		NAZCARE Maxivan No Lift Replacemnt	Vehicle Capital	5310	FFY 2021	\$34,800	\$8,700	\$43,500	
YMPO-23-22	ADOT		Saguaro Foundation Living Comm Prog - CRSSAA Beyond Paratransit	CRSSA Operating	5310	FFY 2021	\$47,596	\$0	\$47,596	
YMPO-23-23	ADOT		Saguaro Foundation Living Comm Prog - Mobility Manager YR 2	MM	5310	FFY 2021	\$20,000	\$5,000	\$25,000	
YMPO-23-24	ADOT		Saguaro Foundation Living Comm Prog -Beyond Paratransit Yr 2	Operating	5310	FFY 2021	\$132,404	\$132,404	\$264,808	

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YMPO-23-27	ADOT		Yuma Metropolitan Planning Organization-Mobility Manager Year 1	MM	5310	FFY 21	\$75,000	\$18,750	\$93,750	
YMPO-23-28	ADOT		Achieve Human Services, Inc. Minivan no ramp	Vehicle Capital	5310	FFY22	\$71,666	\$17,916	\$89,582	104037
YMPO-23-29	ADOT		Achieve Human Services, Inc. Minivan no ramp replacement	Vehicle Capital	5310	FFY22	\$71,666	\$17,916	\$89,582	104028
YMPO-23-30	ADOT		Arizona Board of Regents for and on behalf of NAU - Senior Companion Door Through Door & More (YMPO - Year 1)	Operating	5310	FFY22	\$18,316	\$18,316	\$36,632	104029
YMPO-23-31	ADOT		Crossroads Mission, Inc. Operating funds	Operating	5310	FFY22	\$11,250	\$11,250	\$22,500	104030
YMPO-23-32	ADOT		Crossroads Mission, Inc. Operating funds Minivan No Ramp Expansion	Vehicle Capital	5310	FFY22	\$71,666	\$17,916	\$89,582	104031
YMPO-23-33	ADOT		HOPE Inc. YMPO Preventive Maintenance 2023-2024	Capital	5310	FFY22	\$10,800	\$2,700	\$13,500	104032
YMPO-23-34	ADOT		HOPE Inc. YMPO Operating 2023-2024	Operating	5310	FFY22	\$76,341	\$76,341	\$152,682	104033
YMPO-23-35	ADOT		HOPE Inc. YMPO vehicles request 2023-2024	Vehicle Capital	5310	FFY22	\$71,666	\$17,916	\$89,582	104034
YMPO-23-36	ADOT		Rise Services Inc. Yuma and Foothills Fleet Preventative Maintenance	Capital	5310	FFY22	\$50,000	\$12,500	\$62,500	104035
YMPO-23-37	ADOT		Saguaro Foundation, Preventative Maintenance -1st year	Capital	5310	FFY22	\$57,579	\$14,395	\$71,974	104036
YMPO-23-38	ADOT		Saguaro Foundation, Beyond ADA Paratransit operating fund - 1st year	Operating	5310	FFY22	\$100,000	\$100,000	\$200,000	104037
YMPO-23-39	ADOT		Yuma Metropolitan Planning Organization, Regional Mobility Manager	MM	5310	FFY22	\$71,000	\$17,750	\$88,750	104038
						FFY TOTAL	\$5,211,246	\$2,773,369	\$7,984,615	
ID #	SPONSOR	PRIORITY	PROJECT	TYPE WORK	FED AID	APPORTIONMENT	FED	LOCAL	TOTAL	FED ALI ESTIP
<b>FEDERAL FISCAL YEAR 2024</b>										
YMPO-24-02	YCIPTA	1	YCIPTA Maintenance Facility Lease	Capital	5307	FFY 2020/2021	\$26,346	\$6,587	\$32,933	11.46.03
YMPO-24-03	YCIPTA	1	YCIPTA Transit Operations	Operations	5307	FFY 2020/2021	\$880,613	\$880,613	\$1,761,226	30.09.01
YMPO-24-04	YCIPTA	1	YCIPTA Preventative Maintenance	Capital	5307	FFY 2020/2021	\$333,374	\$83,344	\$416,718	11.7A.00
YMPO-24-05	YCIPTA	1	YCIPTA Employee Training	Capital	5307	FFY 2018/2019	\$3,896	\$974	\$4,870	11.7D.02
YMPO-24-06	YCIPTA	1	YCIPTA ADA Operations	Capital	5307	FFY 2018/2019	\$80,149	\$20,037	\$100,186	11.7C.00
YMPO-24-07	YCIPTA	1	YCIPTA 3rd Party Contractual	Capital	5307	FFY 2020/2021	\$143,960	\$35,990	\$179,950	11.7D.11
YMPO-24-08	ADOT	1	YCIPTA Rural Administration	Administration	5311	FFY 2021/22	\$368,890	\$92,222	\$461,112	30.09.01
YMPO-24-09	ADOT	1	YCIPTA Rural Operations	Intercity	5311/ 5311(f)	FFY 2021/22	\$456,940	\$330,888	\$787,828	30.09.01
YMPO-24-10	ADOT	1	YCIPTA Rural Operations	Operations	5311/ 5311(f)	FFY 2021/22	\$374,878	\$271,464	\$646,342	30.09.01
YMPO-24-11	ADOT	1	YCIPTA Rural Maintenance and Capital	Capital	5311	FFY 2021/22	\$138,915	\$34,729	\$173,644	30.09.01
YMPO-24-13	YCIPTA		STP	Capital	STP	FFY 2021	\$168,060	\$10,158	\$178,218	
						FFY TOTAL	\$2,976,022	\$1,767,006	\$4,743,027	
ID #	SPONSOR	PRIORITY	PROJECT	TYPE WORK	FED AID	APPORTIONMENT	FED	LOCAL	TOTAL	FED ALI
<b>FEDERAL FISCAL YEAR 2025</b>										
YMPO-25-02	YCIPTA	1	YCIPTA Maintenance Facility Lease	Capital	5307	FFY 2020/2021	\$26,346	\$6,587	\$32,933	11.46.03
YMPO-25-03	YCIPTA	1	YCIPTA Transit Operations	Operations	5307	FFY 2020/2021	\$880,613	\$880,613	\$1,761,226	30.09.01
YMPO-25-04	YCIPTA	1	YCIPTA Preventative Maintenance	Capital	5307	FFY 2020/2021	\$333,374	\$83,344	\$416,718	11.7A.00
YMPO-25-05	YCIPTA	1	YCIPTA Employee Training	Capital	5307	FFY 2018/2019	\$3,896	\$974	\$4,870	11.7D.02
YMPO-25-06	YCIPTA	1	YCIPTA ADA Operations	Capital	5307	FFY 2018/2019	\$80,149	\$20,037	\$100,186	11.7C.00
YMPO-25-07	YCIPTA	1	YCIPTA 3rd Party Contractual	Capital	5307	FFY 2020/2021	\$143,960	\$35,990	\$179,950	11.7D.11
YMPO-25-08	ADOT	1	YCIPTA Rural Administration	Administration	5311	FFY 2021/22	\$368,890	\$92,222	\$461,112	30.09.01
YMPO-25-09	ADOT	1	YCIPTA Rural Operations	Intercity	5311/ 5311(f)	FFY 2021/22	\$456,940	\$330,888	\$787,828	30.09.01
YMPO-25-10	ADOT	1	YCIPTA Rural Operations	Operations	5311/ 5311(f)	FFY 2021/22	\$374,878	\$271,464	\$646,342	30.09.01
YMPO-25-11	ADOT	1	YCIPTA Rural Maintenance and Capital	Capital	5311	FFY 2021/22	\$138,915	\$34,729	\$173,644	30.09.01
YMPO-25-13	YCIPTA		STP	Capital	STP	FFY 2021	\$168,060	\$10,158	\$178,218	
						FFY TOTAL	\$2,976,022	\$1,767,006	\$4,743,027	
ID #	SPONSOR	PRIORITY	PROJECT	TYPE WORK	FED AID	APPORTIONMENT	FED	LOCAL	TOTAL	FED ALI
<b>FEDERAL FISCAL YEAR 2026</b>										
YMPO-26-02	YCIPTA	1	YCIPTA Maintenance Facility Lease	Capital	5307	FFY 2020/2021	\$26,346	\$6,587	\$32,933	11.46.03
YMPO-26-03	YCIPTA	1	YCIPTA Transit Operations	Operations	5307	FFY 2020/2021	\$880,613	\$880,613	\$1,761,226	30.09.01
YMPO-26-04	YCIPTA	1	YCIPTA Preventative Maintenance	Capital	5307	FFY 2020/2021	\$333,374	\$83,344	\$416,718	11.7A.00
YMPO-26-05	YCIPTA	1	YCIPTA Employee Training	Capital	5307	FFY 2018/2019	\$3,896	\$974	\$4,870	11.7D.02
YMPO-26-06	YCIPTA	1	YCIPTA ADA Operations	Capital	5307	FFY 2018/2019	\$80,149	\$20,037	\$100,186	11.7C.00
YMPO-26-07	YCIPTA	1	YCIPTA 3rd Party Contractual	Capital	5307	FFY 2020/2021	\$143,960	\$35,990	\$179,950	11.7D.11

# YMPO INFORMATION SUMMARY for Agenda Item 13

## Executive Director's Evaluation

**DATE:** July 27, 2023

**SUBJECT:** Executive Director's Evaluation

**SUMMARY:** The Director's annual performance evaluation process includes a review by a subcommittee composed of the Chairman and two other Board members from different jurisdictions. During the February 23, 2023, Board meeting, the Executive Director's Performance Evaluation Subcommittee was established and agreed that YMPO staff evaluations would align best if conducted in June of 2023 to allow newer staff evaluations by the Director, to coincide with the Budget fiscal year, and implement any raises effective at the start of the new fiscal year July 1, 2023.

Chairman Gary Knight, Supervisor Lynne Pancrazi and Councilmember Maria Cruz met to evaluate the YMPO Executive Director on July 19, 2023. The subcommittee reviewed the Director's self-evaluation, and gave their opinions, including any changes to the self-evaluation scores and written notes.

The subcommittee members then present the updated evaluation during the Executive Board meeting (usually in Executive Session) during which members discuss their opinion of Ms. Figueroa's handling of YMPO operations. Subcommittee members are encouraged to provide their opinions of the Director's evaluation and to answer any questions from members. Members also have the opportunity to ask Ms. Figueroa direct questions, if they so desire. Ms. Figueroa has not requested that her evaluation be heard during Executive Session, but the actual review of Ms. Figueroa's performance and any questions usually occur during Executive Session, as members are freer to provide both positive and/or possibly critical comments during a closed session. Finally, members will also be requested to discuss any adjustments to the salary and/or benefits package as they see fit.

**PUBLIC INPUT:** No members of the public have provided any input on this item.

### **TECHNICAL & POLICY IMPLICATIONS:**

**TECHNICAL:** On February 23, 2023, The Board motioned to have the Executive Director's evaluation occur in June 2023. Alike, some YMPO Staff were evaluated in June and proper adjustments to their salary and benefits packages were implemented at the start of the fiscal year, July 1, 2023. If an evaluation is delayed any change to salary is backdated to the beginning of the fiscal year period.

**POLICY:** Pay raises for YMPO staff are guided by the YMPO Personnel Policies and Procedures.

### **ACTION NEEDED:**

This item is on the agenda for information, discussion, and possible action regarding the Executive Director's evaluation, pay scale, and pay for performance adjustments.

**CONTACT PERSON:** Crystal Figueroa, Executive Director, 928-783-8911.