

EXECUTIVE BOARD REGULAR MEETING MINUTES

Local Governments & Citizens Working Together

EXECUTIVE BOARD

Regular Meeting

Thursday, June 29, 2017

1:30 PM

City of Yuma

City One Plaza

Yuma, Arizona 85364

Room 190

1. Call to Order and the Pledge of Allegiance.

Chairman Gary Knight called the Executive Board (the Board) meeting of the Yuma Metropolitan Planning Organization (YMPO) to order at 1:32 p.m. He called on Paul Patane to lead the Pledge of Allegiance.

2. Roll Call Attendance.

The YMPO Executive Assistant, Crystal Alonzo, called the roll as follows:

YMPO Executive Board Members Present:

Chairman	Gary Knight, Deputy Mayor, City of Yuma
Vice Chair	Cecilia McCollough, Mayor, Town of Wellton
Secretary/Treasurer	Jose Yopez, Mayor, City of Somerton
Member	Paul Patane, Southwest District Engineer, ADOT
Member	William "Bill" Craft, Councilmember, City of Yuma
Member	Maria Ramos, Councilmember, City of San Luis

YMPO Executive Board Members Absent:

Member	Jacob Miller, Councilmember, City of Yuma
Member	J. Deal Begay, Jr., Vice Chairman, Cocopah Indian Tribe
Member	Lynne Pancrazi, Board of Supervisors, Yuma County
Member	Martin Porchas, Board of Supervisors, Yuma County

As members from five of the seven-member agencies were present, the quorum was met.

YMPO Staff Present:

Executive Director	Paul Ward
Senior Planning Manager	Charles Gutierrez
Accountant II	Crystal Alonzo

Additional Attendees:

Gene Dalbey	YRBC
Shelly Kreger	YCIPTA
Blake Herzog	Yuma Sun
Brent Crowther	Kimley-Horn (Regional Transportation Plan Consultant)

Declaration of Votes.

The Chairman submitted to Mr. Ward a proxy letter from City of Yuma Councilmember Jacob Miller and declared his proxy vote for a total of three votes.

3. Call to the Public.

Gene Dalbey, on behalf of the Yuma Region Bicycle Committee, thanked the Board, the Technical Advisory Committee (TAC) and Brent Crowther (of Kimley Horn) for the efforts put forth on the Regional Transportation Plan (RTP) and future projects. The Chairman thanked Mr. Dalbey. No other members of the public addressed the Board.

4. Consent Agenda.

The Chairman entertained a motion on the consent agenda, specifically approval of the minutes for the May 25, 2017 Board meeting.

MOTION: Secretary Jose Yopez moved to approve the minutes of the May 25, 2017, Board meeting. Councilmember Bill Craft seconded and the motion was unanimously approved.

5. Approval of the FY 2017 YMPO Air Quality Conformity Analysis

The Chairman recognized Brent Crowther, Kimley-Horn (Consultant), who presented the final report on the 2017 YMPO Air Quality Conformity Analysis (AQCA) covering the FY 2018-2041 YMPO Regional Transportation Plan (RTP) and the FY 2018-2022 YMPO Transportation Improvement Program (TIP).

Paul Ward, YMPO Executive Director, stated that it was customary for the Board to approve the 2017 YMPO AQCA and to adopt a formal Resolution (#139) stating this. Mr. Ward clarified that Board approvals were also anticipated for the RTP and TIP as well (see the next two agenda items), but that resolutions for the latter two items usually awaited final approval by the Federal authorities prior to formal resolutions being adopted.

The Chairman decided to address this agenda item using two motions. The first is for the approval of the 2017 YMPO AQCA and called for a motion

MOTION: Secretary Jose Yopez moved to approve the FY 2017 YMPO AQCA. Councilmember Maria Ramos seconded and the motion was unanimously approved.

The Chairman then called for a motion to adopt Resolution 139.

MOTION: Councilmember Bill Craft moved to approve Resolution 139 adopting the FY 2017 YMPO AQCA. Councilmember Maria Ramos seconded and the motion was unanimously approved.

6. Approval of the FY 2018-2041 YMPO Regional Transportation Plan (RTP)

This item was already presented by Brent Crowther, Kimley Horn (Consultant), as part of the previous agenda item. The Chairman entertained a motion to approve the FY 2018-2041 YMPO RTP.

MOTION: ADOT SW District Engineer, Paul Patane, moved to approve FY 2018-2041 YMPO RTP. Councilmember Cecilia McCollough seconded and the motion was unanimously approved.

7. Approval of the FY 2018-22 YMPO Transportation Improvement Program (TIP)

Mr. Gutierrez presented the FY 2018-22 YMPO TIP and mentioned it coincides with the FY 2018-2041 YMPO RTP. The TAC has been actively involved with both programs. Mr. Gutierrez mentioned some corrections were made to the TIP and the document was now ready to be approved. The Chairman entertained a motion to approve the FY 2018-22 YMPO TIP.

MOTION: ADOT SW District Engineer, Paul Patane moved to approve FY 2018-22 YMPO TIP. Councilmember Bill Craft seconded and the motion was unanimously approved.

8. FY 2014-18 YMPO Transportation Improvement Program (TIP) Amendment #16

Mr. Gutierrez indicated the presence of Shelly Kreger, YCIPTA Transit Director. He reported that a section of the TIP contained transit projects that were funded with Federal Transit Administration (FTA) funds and stated that there had been a slight delay in receiving confirmation from ADOT regarding actual transit numbers. Mr. Gutierrez said he was working with ADOT and Ms. Kreger to resolve the details and suggested that this item could be deferred to a future meeting. The Chairman entertained a motion to continue item number eight to a future agenda, to be determined.

MOTION: Secretary Jose Yepez moved to continue item number eight to a future agenda, to be determined. Councilmember Cecilia McCollough seconded and the motion was unanimously approved.

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

- A. Staff reports. The FY 2018 YMPO Unified Planning Work Program was approved by the Federal Highway Administration as well as the \$85,000 in Highway Safety

Improvement Program (HSIP) funds for the Safety Study and an additional \$88,000 in FTA 5304 funds mentioned during the previous, special meeting.

- B. TAC minutes.
- C. Conference Updates.
- D. The MPOs/COGs Director's/Planner's meeting.
- E. Rural Transportation Advocacy Council Activities.
- F. Projects - Economic Development and Transportation.
- G. Long Range Transportation Plan 2018-2041.

10. Possible Future Agenda Items

- A. Audit FY 2016-17: Crystal Alonzo, YMPO Accountant, mentioned that staff has reviewed and approved the preliminary drafts of the financial statements for fiscal year ended June 30, 2016. Final forms will be generated by the accounting firm and released to the auditors at Walker & Armstrong for their review. Auditors will need approximately one week to review the financial statements and, by mid-July, the audit is expected to be completed. Staff will then bring the item back to the Audit Committee and eventually, the Board.
- B. The Chairman requested to add a future agenda item, to discuss and secure a new contract with YMPO Attorney.

11. Progress Reports.

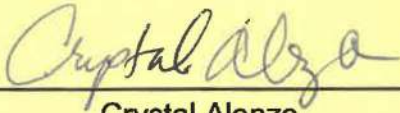
- A. ADOT Transportation Performance Measures Workshop, June 1, Paul Ward and Charles Gutierrez attended.
- B. Met with Mark Hoffman and Charla Glendenning (ADOT staff), June 1, Paul Ward.
- C. Field Visit to YMPO by Auditors from Walker and Armstrong, June 5/6, Paul Ward and Crystal Alonzo participated.
- D. Yuma County Board of Supervisors meeting regarding the future YMPO Bike/Ped Study, June 5, Paul Ward attended.
- E. AASHTO Freight Data Workshop in Phoenix, June 7/8, Paul Ward attended.
- F. YMPO TAC Meeting, June 8, Charles Gutierrez and Melissa Ramos attended.
- G. ADOT/YMPO Coord meeting, June 12, Paul Ward and Charles Gutierrez attended.
- H. Meeting with Arizona Western Center Continuing Education Manager, June 14, Paul Ward and Charles Gutierrez attended.
- I. 4-State Team I-10 Freight Corridor Workshop, June 15, Paul Ward attended.
- J. Met with John Halikowski (ADOT Director), June 15, Paul Ward.
- K. Special Executive Board meeting, YMPO Offices, June 22, Paul Ward, Charles Gutierrez and Crystal Alonzo attended.
- L. Regular Executive Board meeting, June 29, Paul Ward, Charles Gutierrez and Crystal Alonzo attended.

12. Adjournment.

There being no further business to discuss, the meeting was adjourned at 2:07 p.m.

Notice: In accordance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, YMPO does not discriminate on the basis of disability, in the admission of, or access to, or treatment or employment in, its programs, activities, or services. For information regarding rights and provisions of the ADA or Section 504, or to request reasonable accommodations for participation in YMPO programs, activities, or services, contact Paul Ward at 928-783-8911.

Minutes prepared by:

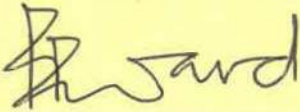


Crystal Alonzo

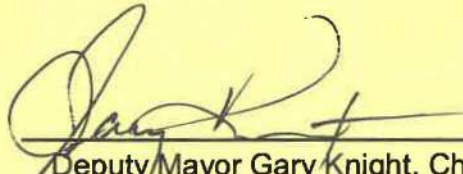
Accountant II/Executive Assistant

Minutes reviewed to form by:

Minutes approved in regular session
on July 27, 2017



Paul D. Ward, Executive Director
Yuma Metropolitan Planning Organization



Deputy Mayor Gary Knight, Chairman
YMPO Executive Board