

EXECUTIVE BOARD REGULAR MEETING MINUTES

Local Governments & Citizens Working Together

**Executive Board
Regular Meeting
Thursday, January 30, 2020
1:30 p.m.**

**City of Yuma
City One Plaza
Yuma, Arizona 85364**

1. Call to Order and the Pledge of Allegiance.

The Yuma Metropolitan Planning Organization (YMPO) Chairman, J. Deal Begay, Jr., called the YMPO Executive Board (the Board) meeting to order at 1:35 p.m. He called on City of San Luis Vice-Mayor Maria Cruz to lead the Pledge of Allegiance.

2. Roll Call Attendance.

The YMPO Executive Assistant/Accountant II, Crystal Figueroa, called the roll as follows:

YMPO Executive Board Members Present:

Chairman	J. Deal Begay, Jr, Vice-Chairman, Cocopah Indian Tribe
Vice-Chair	Vacant
Secretary/Treasurer	Maria Cruz, Vice-Mayor, City of San Luis
Member	Gary Knight, Deputy Mayor, City of Yuma
Member	Paul Patane, ADOT SW District Engineer
Member	Lynne Pancrazi, Supervisor, Yuma County
Member	Edward Thomas, Councilmember, City of Yuma
Member	Martha Garcia, Vice-Mayor, City of Somerton
Member	Chris Morris, Councilmember, City of Yuma

YMPO Executive Board Members Absent:

Member	Cecilia McCollough, Mayor, Town of Wellton
Member	Martin Porchas, Supervisor, Yuma County
Member	Karen Watts, Deputy Mayor, City of Yuma

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

YMPO Staff Present:

Paul Ward	Executive Director
Charles Gutierrez	Senior Planning/Mobility Manager
Crystal Figueroa	Executive Assistant/Accountant II
De'Laurien McKenzie	Associate Planner

Melissa Ramos Assistant Planner

Additional Attendees

Jennifer Albers	Principal Planner, City of Yuma
Luis Ramirez	Ramirez Advisors Inter-National
Martin Rodriguez	Ramirez Advisors Inter-National
Lonzo Henderson	YPG Logistics

Declaration of Votes.

Deputy Mayor Gary Knight, City of Yuma, submitted to Paul Ward, YMPO Executive Director, a proxy letter from City of Yuma Deputy Mayor Karen Watts and declared two proxy votes, for a total of five votes for the City of Yuma. Supervisor Lynne Pancrazi confirmed that she held a standing proxy vote for Supervisor Martin Porchas, giving Supervisor Pancrazi a total of two votes.

3. Annual Declaration of Votes for Calendar Year 2020

As required by YMPO By-Laws, Councilmember Gary Knight declared the annual votes for the City of Yuma for Calendar Year 2019 as follows: 2 votes for himself, 2 votes for Deputy Mayor Watts and 1 vote for Councilmember Chris Morris.

4. Welcome to New Members

Mr. Paul Ward, YMPO Executive Director, welcomed and introduced the new members of the Board, Vice-Mayor Martha Garcia from the City of Somerton, Councilmember Chris Morris and Deputy Mayor Karen Watts from the City of Yuma.

5. Title VI Declaration and Call to the Public

De'Laurien McKenzie, YMPO Associate Planner, read the YMPO Title VI obligations

No members of the public addressed the Board.

6. Consent Agenda

A. Approval of the December 12, 2019, Board Meeting Minutes.

B. YMPO Income/Expenditure Report for November and December 2019.

MOTION: Supervisor Pancrazi moved to approve consent agenda items as recommended, Councilmember Knight seconded, and the consent agenda was unanimously approved.

7. Regional Steps to Achieve the 2020 Census

Mr. McKenzie and Jennifer Albers, City of Yuma, Principal Planner, presented on the YMPO preparation for the 2020 Census. Mr. McKenzie informed the Board that the U.S. Census is the Federal government largest statistical agency and the Census provides vital information for the community. Ms. Albers emphasized that the goal is to relay census

information to the public and get the best count possible. She mentioned that not only everyone counts in the census but each of the Cities and Towns rely on revenues derived from population counts. Ms. Albers talked about the efforts by the Complete Count Committee (CCC) that has been organized to help foster and identify events in the community to educate members of the public that may be difficult to reach. In addition, she reported that the City of Somerton and the City of San Luis formed sub CCCs to target everyone in their communities. Ms. Albers mentioned that every home will receive an invitation to participate in the 2020 Census by April 1, 2020 and will have three options for responding: Online, by phone, or by mail. Mr. McKenzie concluded by stating that the 2020 Census is important to the YMPO in establishing a population of at least 200,000 in the Yuma urbanized area, this would re-classify the Metropolitan Planning Organization to a Transportation Management Area (TMA).

8. Rural Transportation Advocacy Council Report

Kevin Adams, Rural Transportation Advocacy Representative provided legislative updates and briefed the Board on State and Federal advocacy affecting the Greater Arizona Transportation Infrastructure.

9. Possible Resolution to Object to the Transfer of Responsibilities Between ADOT and DPS Inspections of Ports of Entry.

Luis Ramirez, Ramirez Advisors Inter-National, informed the board about a new proposal under House Bill (HB) 2030 to possibly transfer some inspection responsibilities at the Arizona Ports of Entry from ADOT staff to DPS staff. He reported that he does not foresee a gain in efficiency in the transfer of responsibilities. Due to the opposition to the proposed bill, a new bill HB2458 was put forward which essentially takes all ADOT enforcement and transfers over to DPS. Mr. Ramirez stated that he doesn't see why this effort is being put forward and reported that he has received seven letters opposing the bill. He reported that ADOT has efficiently implemented a program with various techniques that have reduced the truck inspection time and wait at the Arizona border. The effective program deployed in the Arizona border is now wanted by other States with port of entry sites. Mr. Ramirez stated that the goal is to have safer roads, expedited inspections and binational coordination. He credits ADOT for already achieving those goals and doesn't see the benefit for transferring responsibilities to DPS.

Mr. Knight thanked Mr. Ramirez for his effort and update on this issue.

10. Calendar Year 2020 Election of Officers

Mr. Ward updated the Board on the usual rotation of officer elections indicated in the YMPO By-Laws, specifically the rotation from Vice-Chair to Chair. Last year, the loss of re-election for Mayor Yepez who held the Vice-Chair position on the Board, prompted the City of Somerton to assign Councilmember Villalpando as a member of the YMPO Board. At the time the Board decided to forgo the decision to have Councilmember Villalpando as Vice-Chair and defer it to next year. As a result, YMPO Secretary/Treasurer J. Deal

Begay Jr was elevated to the new Chair. Mr. Ward reported that the same scenario was unfolding this year, where the City of Somerton has changed their representative once more on the Executive Board. He mentioned that the new City of Somerton representative on the Board is Vice-Mayor Martha Garcia. Mr. Ward stated that the Board had a couple of options in handling the rotation of Vice-Mayor to Chair and one of them was to allow Ms. Garcia to immediately take over the Vice-Chair position and rotate up to the Chair position in the subsequent meeting. This would allow the City of Somerton's turn to hold the highest representation on the Board. The second option was to forgo the Vice-Chair position and obtain one year of experience as a member of the Board. Mr. Ward asked Ms. Garcia for her opinion on the subject. She mentioned that currently she is the Vice-Mayor for the City of San Somerton and has help Board meetings in the absence of the Mayor; however, she left it up to the Board to discuss and choose the option that is most suitable to the Board.

Mr. Knight stated that he has all the confidence that Ms. Garcia holds the ability to Chair Board meetings and in turn will give the City of Somerton rightful representation on the Board. As a result, he proposed that Ms. Garcia be elevated to Chair during the next Board meeting. Supervisor Pancrazi and Councilmember Morris agreed with Mr. Knight and reiterated that with the help of YMPO Staff she would take over efficiently.

MOTION: Deputy Mayor Knight nominated Vice-Mayor Garcia for the Vice-Chair position, Supervisor Pancrazi seconded, and the item was unanimously approved.

11. Calendar Year 2020 Election of YMPO Subcommittee Members and Identification of Officials for Attending STB and RTAC meetings.

Mr. Ward announced that election of YMPO Subcommittee members will occur next month. He reminded the Board of the current representatives on the Statewide Boards/Councils, the Arizona State Transportation Board (STB) a Rural Transportation Advisory Council. The current RTAC Representatives are Vice-Mayor Maria Cruz and alternate Mayor Cecilia McCollough. The STB Representatives are Councilmember Edward Thomas and alternate Board of Supervisors Martin Porchas. Both positions will be opening next month for elections and if desired a representative can also remain in position. He also mentioned the two members will be elected for the Audit Committee and the Secretary/Treasure will become the Chair of the Audit Committee.

12. Approval of Award of Contracts for YCIPTA/YMPO Short-Range Transit Plan and the YMPO Pavement Management System Study.

Melissa Ramos, YMPO Assistant Planner, briefed the Board on the Short-Range Transit Plan progress from the development of the request for proposal to the selection of the awarded consulting group to carry on the study. She reported that the contract has been signed with IBI Group and a Notice to Proceed letter will be sent once the award is approved by the Board.

De'Laurien McKenzie, YMPO Associate Planner reported the PMS Study went through a similar process and Kimley-Horn and Associates was selected as the preferred consultant. Negotiations are completed, contracts have been signed and the notice to proceed letter awaits after Board approval.

MOTION: Deputy Mayor Knight moved to award the Short-Range Transit Plan to the IBI Group and the Pavement Management Study to Kimley Horn and Associates, Vice-Mayor Cruz seconded, and the item was unanimously approved.

13. Debrief on the Recent Arizona State Transportation Board Visit to Yuma

Mr. Ward reported a successful State Transportation Board dinner and visit to the Marine Corps Air Station on Thursday, January 16, 2020. He reported The STB meeting on January 17, 2020 was productive and anticipates having the STB in Yuma sooner than two years due to the Rural State Transportation Summit expected to be hosted by the YMPO in 2021.

Mr. Knight reported that it was the best attended meeting he's experienced so far.

14. Possible New Location for the YMPO Offices

Mr. Gutierrez reviewed approximately ten prospective locations to house YMPO and reported that finding the right location for YMPO has not been easy but a fun exercise. The properties we have looked at are 1st Ave & 24th St, 230 Morrison, 20th St & 3rd Ave, 350 16th St, 421 4th Ave, 490 Gila St, 1590 2nd Ave, 1940 3rd Ave, 3486 33rd Pl, and 1040 4th Ave (Grable Building). YMPO will bring back benefit/cost evaluations of the best properties and the option to build a new building.

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

- A. Staff Reports.
- B. TAC Minutes.
- C. Conference Updates
- D. MPO/COG Director/Planner Meetings.
- E. Rural Transportation Advocacy Council activities.
- F. Projects - Economic Development and Transportation.

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. Possible New YMPO Offices.
- B. Presentation on What Planning Efforts an MPO is Supposed to Carry Out.
- C. Election of CY 2020 YMPO Executive Board Officers.

17. Progress Reports.

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

- A. Dec 13 - HSIP Safety Plan Funding, Charles Gutierrez participated
- B. Dec 17 - Regional Mobility Committee, Charles Gutierrez and Melissa Ramos attended
- C. Dec 20 - AZSTB Meeting (Phoenix), Paul Ward attended
- D. Jan 7 - RTS Debrief and Venue Walk-Through, Crystal Figueroa attended
- E. Jan 13 - 5310/5311 Mobility Management Application Workshops, Charles Gutierrez attended
- F. Jan 13 - ADOT/YMPO Coordination meeting, Paul Ward attended
- G. Jan 14 - Special TAC and Bridge Ribbon-Cutting, YMPO Staff attended
- H. Jan 15 - Transportation Sales Tax meeting, Paul Ward attended
- I. Jan 16 - 5311 Application Webinar, Charles Gutierrez attended
- J. Jan 16 - MCAS Tour with AZSTB Members and Others, YMPO Staff attended
- K. Jan 16 - Dinner for AZSTB, Paul Ward attended
- L. Jan 16 - Traffic Counter meeting, Robert Aguilar, Paul Ward attended, Charles Gutierrez participated
- M. Jan 17 - AZSTB meeting (Yuma), Paul Ward and Charles Gutierrez attended
- N. Jan 23 - ADOT Title VI On-Site Compliance Review, Paul Ward and Charles Gutierrez attended, Crystal Figueroa and Melissa Ramos Participated
- O. Jan 27 - YCIPTA Board meeting, Melissa Ramos attended
- P. Jan 27 - RTAC Meeting, Paul Ward attended
- Q. Jan 28 - AZSTB Study Session (Phoenix - Tuesday), Paul Ward attended

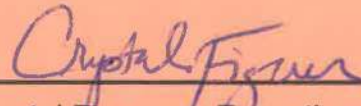
15. Adjournment.

There being no further business to discuss, the meeting was adjourned at 3:34 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.

Preparation and Approval of Minutes:

Minutes prepared by:



Crystal Figueroa, Executive Assistant
and Accountant II, YMPO

Minutes reviewed to form by:

Minutes approved in regular session on
February 27, 2020



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



Vice-Mayor Martha Garcia,
Chair, YMPO Executive Board